



# County of Dare

P.O. Box 1000 | Manteo, NC 27954

---

## DARE COUNTY BOARD OF COMMISSIONERS

Dare County Administration Building  
954 Marshall C. Collins Dr., Manteo, NC

**Monday, October 15, 2018**

**“HOW WILL THESE DECISIONS IMPACT OUR CHILDREN AND FAMILIES?”**

### AGENDA

- 5:00 PM**      **CONVENE, PRAYER, PLEDGE OF ALLEGIANCE**
- ITEM 1**      Opening Remarks - Chairman's Update
- ITEM 2**      Public Comments
- ITEM 3**      Proclamation - Long-Term Care Residents' Rights Month
- ITEM 4**      Report on the Dare County Center Nutrition Program
- ITEM 5**      Tourism Board - Restricted Fund Spending Request
- ITEM 6**      East Carolina Radio - Conditional Use Permit Application for Tower Construction
- ITEM 7**      Employee Wellness Clinic and Health Insurance Update
- ITEM 8**      Amendment to Capital Project Ordinances to Close Completed Projects and Provide Budget for EMS Helicopter Project
- ITEM 9**      Resolutions to Name NCDOT Ferries
- ITEM 10**     Public Hearing – **5:30 p.m.**  
                  1. Zoning Amendments for Year-round Housing
- ITEM 11**     Consent Agenda  
                  1. Approval of Minutes (10.01.18)  
                  2. Sheriff's Office - Budget Amendment for Grant Award  
                  3. Tax Collector's Report
- ITEM 12**     Board Appointments  
                  1. Community Child Protection Team and Child Fatality Prevention Team
- ITEM 13**     Commissioners' Business & Manager's/Attorney's Business

ADJOURN UNTIL 9:00 A.M. ON NOVEMBER 5, 2018



*Opening Remarks - Chairman's Update*

**Description**

Dare County Chairman Robert Woodard will make opening remarks.

**Board Action Requested**

Informational Presentation

**Item Presenter**

Chairman Robert Woodard



*Public Comments*

**Description**

The Board of Commissioners encourages citizen participation and provides time on the agenda at every regularly scheduled meeting for Public Comments. This is an opportunity opportunity for anyone to speak directly to the entire Board of Commissioners for up to five minutes on any topic or item of concern.

Comments can be made at the Commissioners Meeting Room in Manteo or through an interactive video link at the Fessenden Center Annex in Buxton.

Commissioners Meeting Room - Administration Building, 954 Marshall Collins Drive, Manteo  
Video Link - Fessenden Center Annex, 47017 Buxton Back Road, Buxton

**Board Action Requested**

Hear Public Comments

**Item Presenter**

Robert Outten, County Manager



*Proclamation - Long-Term Care Residents' Rights Month*

**Description**

The Ombudsman program and the Community Advisory Committee serve as advocates for the residents of long-term care facilities in Dare County and throughout North Carolina. Often residents of long-term care facilities do not know their rights or understand that advocates are available to empower them to use their voices to effect change.

The Dare County Board of Commissioners has been asked to adopt the enclosed Proclamation with the theme - "Speak Up: Know Your Rights and How to Use Them."

**Board Action Requested**

Issue Proclamation

**Item Presenter**

Commissioner Jim Tobin, Member of the Community Advisory Committee



## Proclamation

### **National Long-Term Care Residents' Rights Month 2018 Speak Up: Know Your Rights and How to Use Them**

**Whereas**, there are more than 1.6 million individuals living in 16,000 nursing homes; and 1 million individuals living in 50,000 board and care/assisted living facilities in the U.S.; and

**Whereas**, the federal Nursing Home Reform Act of 1987 guarantees residents their individual rights in order to promote and maintain their dignity and autonomy; and

**Whereas**, all residents should be aware of their rights so they may be empowered to live with dignity and self-determination; and

**Whereas**, we wish to honor and celebrate these citizens, to recognize their rich individuality, and to reaffirm their right to vote and participate politically, including the right to have a say in their care; and

**Whereas**, individuals and groups across the country will be celebrating Residents' Rights Month with the theme –"Speak Up: Know Your Rights and How to Use Them"– to emphasize the importance of residents being informed about their rights; being engaged partners in achieving quality care and quality of life; and feeling confident in speaking up about what is important to them.

**Now, therefore**, the Dare County Board of Commissioners hereby proclaims October 2018 as **National Long-Term Care Residents' Rights Month**, in Dare County and encourages all citizens to join in these important observances.

Signed this 15<sup>th</sup> day of October 2018

Dare County Board of Commissioners

---

By: Robert Woodard, Chairman

---

Attest: Gary Gross, Clerk to the Board



*Report on the Dare County Center Nutrition Program*

**Description**

The Dare County Center has an active Nutrition Program that provides healthy, hot meals on a daily basis to older adults in our community. In some cases, this is the only regular, nutritious meal that many receive.

Attached is a letter from the Dare County Center Director thanking the Board of Commissioners for its support of the Nutrition Program. Commissioner Ross will read the letter and share excerpts from comments that have been submitted by participants in the Dare County Center Nutrition Program.

**Board Action Requested**

None - Informational Presentation

**Item Presenter**

Commissioner Ross



COUNTY OF DARE  
**DARE COUNTY CENTER**

WWW.DARENC.COM

PO Box 1000  
950 Marshall C. Collins Dr.  
Manteo, NC 27954  
Ph. 252-475-9270  
Fax: 252-475-9278  
[www.darenc.com/dccenter](http://www.darenc.com/dccenter)

August 30, 2018

Dare County Board of Commissioners  
PO Box 1000  
Manteo, NC 27954

Dear Commissioners:

I would like to express my appreciation for all the work you do on behalf of older adults in Dare County. I especially thank you for the support you give to the Dare County Center Nutrition Program.

I am enclosing paper plates that were filled out by older adults that attend the nutrition site or receive home delivered meals through the Dare County Center in Manteo.

We would like to thank you for your funding and support of the nutrition program that offers a daily hot meal to older adults in our community. In some cases this is the only regular, nutritious meal they are receiving.

I hope you enjoy reading the comments as much as I did and realize how important this program is to so many. We just wanted to thank you for all you do for the older adults in Dare County.

Again, I thank you for supporting the Dare County Center Nutrition Program.

Sincerely,

Sandy Scarborough  
Director



*Dare County Tourism Board Request Consent  
Long Term Restricted Fund Expenditures (line item 4520)*

**Description**

Award a \$70,000 Natural, Historic & Cultural Grant to Chicamacomico Historical Association for the purchase of land adjacent to Chicamacomico Lifesaving Station. The Tourism Board also approved allowing Chicamacomico Historical Association to hold a note for the remaining funds, if needed.

**Board Action Requested**

Consent for Natural, Historic, and Cultural Grant award in the amount of \$70,000 to Chicamacomico Historical Association.

**Item Presenter**

Lee Nettles, Executive Director, Outer Banks Visitors Bureau





*East Carolina Radio -- CUP Application for Radio Tower*

**Description**

Rick Loesch on behalf of East Carolina Radio has applied for a conditional use permit to construct a 75' radio tower on property located at 2865 NC Highway 345. This tower is proposed to support an AM radio station owned and operated by East Carolina Radio. Telecommunication towers are permitted as conditional uses in the Highway 345 zoning district subject to the additional regulations of Section 22-29.2, Telecommunication Systems. Under Section 22-29.2, proposed towers that are 100 feet or less in height are subject to conditional use review by the Planning Board and Board of Commissioners. A detailed staff report and draft CUP are attached with the cover sheet.

**Board Action Requested**

Review and approval of CUP for East Carolina Radio to constructed 75' radio transmission tower.

**Item Presenter**

Donna Creef, Planning Director

## STAFF REPORT

ITEM: EAST CAROLINA RADIO CUP APPLICATION FOR RADIO TOWER

DATE: OCTOBER 15, 2018 BOARD OF COMMISSIONERS MEETING

Mr. Rick Loesch on behalf of East Carolina Radio has submitted a conditional use permit to construct a 75' tall radio transmission tower at 2865 Highway 345. The site is zoned Highway 345 business and telecommunication tower are permitted as conditional uses in this district. The tower is also subject to the review procedures of Section 22-29.2 of the Dare County Zoning Ordinance, which sets forth standards for approval of towers. The provisions of Section 22-29.2 have been incorporated into the draft conditional use permit attached with the staff report.

The site is 5.24 acres and is adjacent to The Refuge Campground to the south and vacant property owned by the State to the north. The site plan included in your packet depicts the location of the proposed tower in compliance with the setbacks standards of Section 22-29.2. The tower must also be setback from the right of way a distance equal to the towers height. The radial lines around the tower depicted on the site plan are a series of copper lines that will be buried at a shallow depth. This is the technology used for the radio broadcasting and transmission. A 10' x 70' equipment building will be constructed also.

The tower has been approved by the FCC and the FAA. The FAA regulations do not require the tower to have lights since it is below 200 feet in height. Copies of these approvals have been submitted as part of the approval process and are on file with the Planning Department. Section 22-29.2 requires an eight foot tall fence around the base of the tower unless the tower to located on a building that is eight or more in height. The draft CUP reflects this information.

Mr. Loesch expects to begin construction of the tower in the next couple of months. A 12 month timeframe for securing the building permit has been included in the draft CUP.

The adjoining property owners have been notified and the property posted as required by the Dare County Zoning Ordinance. To date, we have not received any comments about the proposed project.



**Conditional Use Permit No.4--2018**

Dare County Sections: 22-27.6, and 22-29.2.

**Application of:** Rick Loesch d/b/a East Carolina Radio Inc.

On October 15, 2018 the Dare County Board of Commissioners considered the application of the Petitioner above named which application is on file with the Dare County Planning Department, and the Board finds as follows:

1. That the written application of Petitioner with attachments has been duly submitted to the Dare County Planning Board as required by Section 22 of the Dare County Code (hereinafter referred to as "Code");
2. The subject property is zoned HWY 345 (Highway 345 Business District) and located at 2865 NC 345 in Wanchese, NC. This property is identified on the Dare County tax records as parcel 028158000 and located in the Wanchese tax district.
3. That the application substantially complies with the requirements of the Code in that it requests uses permitted by conditional use permit under the Code, including offices, warehouses, campgrounds, and towers;
4. That the Dare County Planning Board recommended for approval the granting of this Conditional Use Permit as requested. The Planning Board made this recommendation on September 24, 2018.
5. That the Dare County Board of Commissioners is empowered under sections of the Code set out above to grant uses such as allowed herein and insofar as the conditional use is hereinafter allowed it will not adversely affect the public interest;
6. That the hereinafter described conditional use is deemed to be reasonable and is not in degradation of the intent of the ordinance.
7. That upon the evidence received, the testimony presented, and the submitted written record, there are sufficient facts to support the issuance of this Conditional Use Permit according to the terms and conditions below:

NOW, THEREFORE, under the provisions of the Code, the following conditional use is granted to Rick Loesch d/b/a East Carolina Radio Inc for a radio station tower, and transmitter building at 2865 NC 345 Hwy as depicted on a site plan labelled as Appendix B and subject to such conditions as are hereinafter set out:

**CONDITIONAL USE:** Construction of a 75 foot fiberglass radio tower mounted on a 4 foot elevated base, and accompanied by a 7 x 10 foot transmitter building. The tower and building will function as a broadcast station for local AM radio station.

**CONDITIONS:**

1. The base of the tower shall be setback from all adjacent property lines shall be one foot for each foot of tower height and shall be setback from all publicly owned roads or rights-of-way a distance equal to the tower height.
2. A vegetative buffer shall be installed or the existing vegetation on the property used to buffer the road frontage areas of the property.
3. No commercial advertising, company logo, or signage shall be allowed on the tower or its related facilities. However, signs shall be posted that list a telephone number for the owner of the proposed tower and “No Trespassing” information. This sign shall be located on the accessory building or fencing and shall not exceed 4 square feet in area.
4. Accessory buildings shall not be used as an employment center for any workers. This condition does not prohibit the periodic maintenance or periodic monitoring of equipment and instruments.
5. The base of the tower shall be surrounded by a security fence or wall at least eight (8) feet in height unless the equipment building is eight (8) feet in height or more, then this fencing may be reduced to six (6) feet in height.
6. Construction permits for the tower shall be secured from Dare County within 12 months of the date of approval of this conditional use permit.
7. All other terms and provisions of the Dare County Zoning Ordinance shall remain in full force and effect except as herein specifically permitted otherwise;

This \_\_\_\_ day of \_\_\_\_\_ 2018

SEAL:

COUNTY OF DARE

By: \_\_\_\_\_  
Robert L Woodard  
Dare County Board of Commissioners

ATTEST:

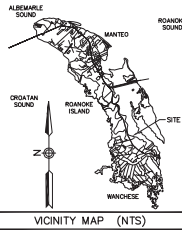
By: \_\_\_\_\_  
Gary Gross  
Clerk to the Board

**THIS PERMIT AND THE CONDITIONS HEREIN ARE ACCEPTED**

By: \_\_\_\_\_  
Rick Loesch,  
For East Carolina Radio Inc.

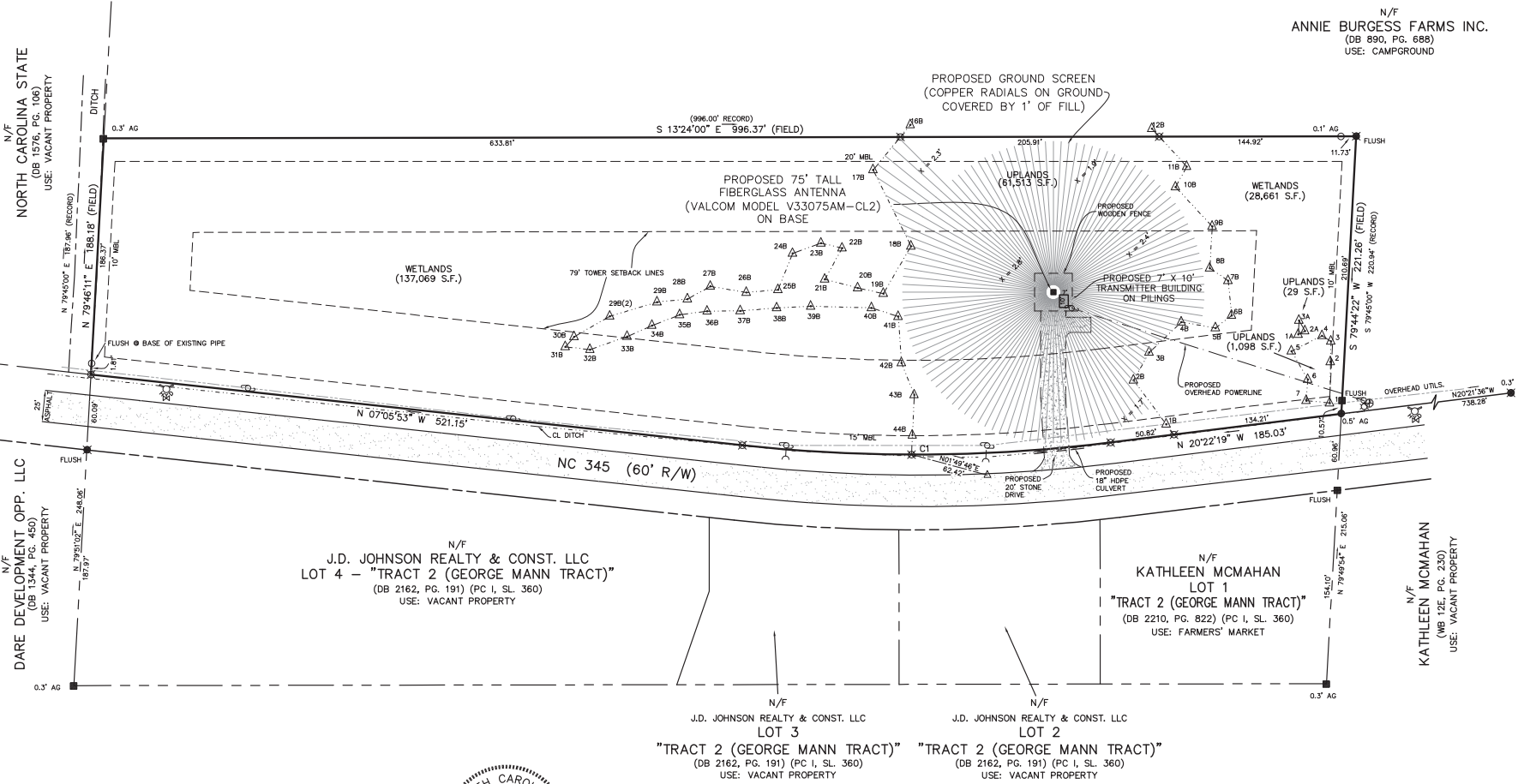
APPROVED AS TO LEGAL FORM

By: \_\_\_\_\_  
Robert L. Outten  
County Attorney



- LEGEND**
- - EX. 1 1/2" PINCH PIPE
  - - EX. 1/2" REBAR
  - - 1/2" REBAR SET
  - - EX. 4" ROUND CONC. MON.
  - - CONC. MON. SET
  - - EX. P/K NAIL
  - - P/K NAIL SET
  - - CALCULATED POINT
  - - WATER METER
  - - PHONE PEDESTAL
  - - UTILITY POLE
  - - GUY WIRE
  - - FIRE HYDRANT
  - - ELECT. TRANS.
  - AG - ABOVE GRADE
  - BG - BELOW GRADE

- NOTES:**
1. THIS SKETCH IS SUBJECT TO ANY FACTS THAT MAY BE DISCLOSED BY A FULL AND ACCURATE TITLE SEARCH.
  2. AREA BY COORDINATE COMPUTATION = 228,369 S.F. (5.24 AC.)
  3. FIRM ZONE: AE, B.F.E.: 9.0' (+ 1.0' FREEBOARD)
  4. PIN NO.: 07 278500, 33 8145
  5. RECORDED REFERENCE: DB 1876, PG. 56; MB 9, PG. 17
  6. MINIMUM BUILDING LINES (M.B.L.) SHOWN HEREON ARE PER THE CURRENT LOCAL ZONING REGULATIONS. OTHER SETBACKS AND/OR RESTRICTIONS MAY APPLY AND MUST BE VERIFIED PRIOR TO CONSTRUCTION.
  7. ELEVATIONS (NAVD 1988): N/A
  8. REFERENCE MADE TO UNRECORDED PLAT ENTITLED "SURVEY FOR ROANOKE PROPERTIES, INC. ET ALS", DATED 4/15/1999, BY W.M. MEEDENS, JR. & ASSOC.
  9. LEASOR: KATHERINE A. MAVROMMATIS
  10. LEASEE: EAST CAROLINA RADIO GROUP, P.O. BOX 1418, NAGS HEAD, NC 27959
  11. DARE COUNTY ZONING DISTRICT: HWY 345
  12. PROPOSED PERMITTED USE PER SECTION 22-17.16: RADIO BROADCASTING STUDIO
  13. PROPOSED CONDITIONAL USE PER SECTION 22-29.2: FREESTANDING TELECOMMUNICATION TOWER.
  14. PROPOSED LOT COVERAGE: 2,518 SF. (01.1%)

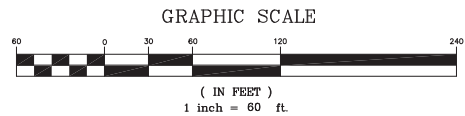


CURVE TABLE			
CURVE	RADIUS	DELTA	LENGTH/CHORD
CL	1267.43	13°16'31"	293.66 / 293.00
			513.44 / 508.78

**PRELIMINARY PLAT  
NOT FOR RECORDATION,  
CONVEYANCES OR SALES**

L. MANSON, SURVEYOR, certifies that this plat was prepared under his supervision from an actual survey made under his supervision (DEED DESCRIPTION RECORDED IN BOOK 1878, PAGE 56); THAT THE BOUNDARIES NOT SURVEYED ARE INDICATED AS DRAWN FROM DEED DESCRIPTION RECORDED IN BOOK \_\_\_\_\_ PAGE \_\_\_\_\_; THAT THE RATIO OF PRECISION AS CALCULATED IS 1/10,000; THAT THIS PLAT MEETS THE REQUIREMENTS OF THE STANDARDS OF PRACTICE FOR LAND SURVEYING IN NORTH CAROLINA (21 NCAC 56.1600); THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_.

SURVEYOR L-2592



N/F  
ANNIE BURGESS FARMS INC.  
(DB 890, PG. 688)  
USE: CAMPGROUND

N/F  
NORTH CAROLINA STATE  
(DB 1576, PG. 068)  
USE: VACANT PROPERTY

N/F  
DARE DEVELOPMENT OPP. LLC  
(DB 1344, PG. 450)  
USE: VACANT PROPERTY

N/F  
J.D. JOHNSON REALTY & CONST. LLC  
LOT 4 - "TRACT 2 (GEORGE MANN TRACT)"  
(DB 2162, PG. 191) (PC I, SL. 360)  
USE: VACANT PROPERTY

N/F  
J.D. JOHNSON REALTY & CONST. LLC  
LOT 3  
"TRACT 2 (GEORGE MANN TRACT)"  
(DB 2162, PG. 191) (PC I, SL. 360)  
USE: VACANT PROPERTY

N/F  
J.D. JOHNSON REALTY & CONST. LLC  
LOT 2  
"TRACT 2 (GEORGE MANN TRACT)"  
(DB 2162, PG. 191) (PC I, SL. 360)  
USE: VACANT PROPERTY

N/F  
KATHLEEN MCMAHAN  
LOT 1  
"TRACT 2 (GEORGE MANN TRACT)"  
(DB 2210, PG. 822) (PC I, SL. 360)  
USE: FARMERS' MARKET

N/F  
KATHLEEN MCMAHAN  
(WB 12E, PG. 230)  
USE: VACANT PROPERTY



COPYRIGHT © 2016  
SEABOARD SURVEYING & PLANNING, INC.  
THIS DOCUMENT IS THE PROPERTY OF SEABOARD SURVEYING & PLANNING, INC. NO PART OF THIS DOCUMENT IS TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF SEABOARD SURVEYING & PLANNING, INC. COPYRIGHTED LANS, VIOLATION WILL BE SUBJECT TO LEGAL ACTION.

NO.	DATE	BY	REVISIONS
1	9/20/18	MRM	ADD PROPERTY USES, LOT NO. ADDRESS ST.

**EAST CAROLINA RADIO**  
TRACT 1 - MAP BOOK 9, PAGE 17 - WANCHESF - NAGS HEAD TOWNSHIP  
NAGS HEAD TOWNSHIP - DARE COUNTY - NORTH CAROLINA  
**Seaboard Surveying & Planning, Inc. C-1536**  
103 W. WOOD HILL DRIVE - UNIT F P.O. BOX 58 NAGS HEAD, N.C. 27959 252-480-9998

FILE NO.:	1607179
SURVEYED:	6/05/17 CE
DRAWN:	7/27/17 MRM
CHECKED:	7/29/17 MRM
SCALE:	1" = 60'
SHEET NO.	1
OF 1 SHEETS	



*Employee Wellness Clinic and Health Insurance Update*

**Description**

Dare County's Employee Wellness Clinic partners along with Mark III Benefits Consultants are presenting on Dare County's Employee Wellness Clinic and the specifics of our health plan's performance.

**Board Action Requested**

no action required

**Item Presenter**

Elizabeth Reilly, HR Director  
Vidant Employee Wellness Clinic Staff  
Mark Browder, Mark III Benefits Consultant



# MEDICAL PLAN UPDATE

---

Plan Performance/Health Initiatives



October 15, 2018





### Discussion Items:

- 2017 – 2018 Plan Performance
- Risk Score
- Outer Banks Hospital Services
- Biometric Results
- Keys to Success
- Cost Savings and Outreach
- New Offerings and Location



### Financial:

- For the 2017 – 2018 Plan Year, the Plan trended up only 1%, well below standard trend, and was in a positive financial position.
- There was a below trend increase in Budgeted Rates in the 2018 – 2019 to ensure proper funding.
- Emergency Room:
  - 8% reduction in ER cost year-over-year for Plan participants.
  - 10% reduction in avoidable ER encounters.
  - 5% reduction Inpatient Medical Admissions.
- Preventive Screenings
  - Colonoscopy: 3% increase in colonoscopies.
  - Mammogram: 11% increase in mammograms.
  - Routine/Preventive Office Visits: 5% increase in preventive visits.



## Predicted Cost:

For the employees with continuous enrollment across the 24-month period:

- Actual total MARA risk score as of 6.30.18 was 195 points lower than the predicted MARA risk score from the prior year which represented a 13% reduction in risk score.
- This indicator shows that this participant population migrated to a lower level of risk in the most recent 12 months.
- MARA predicted this set of participants would incur \$7,868,169 in total paid in the 12 month period 7.1.17 – 6.30.18.
- Actual total paid for this set of participants for the same time period is \$6,252,501 (or an improvement of 21% compared to the predicted cost from the prior year).



## Our Mission

To enhance the quality of life for the residents and visitors of Dare County and the surrounding region by promoting wellness and providing the highest quality healthcare services.

## Our Commitment

- Our Community
- Population Health
- Build Consumer Confidence
- Provide Care Locally





## Our Team

- Amy Montgomery, Senior Administrator of Operations Direction and Oversight
- Sarah Kershner, RN, Wellness & Occupational Health Service Line Leader
- Marielle Silk, Mid-level Provider, Wellness and Convenience Care
- Alison Carras, CMA, Wellness Assistant
- Denise DePedro, NBC-HWC








## Dare County Wellness Program:

- Prevention and Wellness
- Convenience Care
- Occupational Health
- Health Coaching
- Community Resources and Support
- Outreach and Education





## Top Health Risks for Dare County Employees

- Weight 
  - Cardiovascular Disease, Hypertension, Diabetes
  - 62% have BMI of 26+
- Cholesterol 
  - Coronary Artery Disease, Stroke
  - 23% have high cholesterol
- Blood Pressure 
  - Heart Disease, Stroke, Heart Failure, Kidney Disease
  - 31% have high blood pressure
- The primary source for many of these health conditions is obesity.





## Biometric Screening Modifications

- Health Education/Disease Prevention Driven
- Screenings Extended 2 days
- 632 out of 733 employees participated
- Screenings were performed in Buxton, Kill Devil Hills and Manteo for convenience to employees
- One on One Attention
- Staffing done by Clinic Employees and OBH RNs
- Each Employee with Identified Risk Factors based on biometric screening results met with Clinic Provider or Health Coach Face to Face that day
- Partnered with DC Health Department during screening
- Goals: early detection, disease prevention, education and lifestyle changes







Biometrics:

- Cholesterol: 125 members had high cholesterol in 2017. 16 of these members (13%) no longer have high cholesterol in 2018.
  - Total cholesterol: For members with high cholesterol, total cholesterol decreased by 1,817 points overall or an average of 13.7 points per person.
  - HDL: For members with high cholesterol, HDL increased by 242 points overall or an average of 7.6 points per person.
  - T/H Ratio: 67 members with high cholesterol had a decrease in T/H ratio (decrease of 42 points overall or an improvement of 0.6 per person).
  - LDL: For members with high cholesterol, LDL decreased by 663 points overall or an average of 5.3 points per person.
  - Trig: 64 members with high cholesterol had a decrease in triglycerides (decrease of 3,611 points overall or an improvement of 57.3 per person).





Biometrics:

- Hypertension: 159 members had high blood pressure in 2017. 7 of these members (4%) no longer have high blood pressure in 2018.
  - Systolic blood pressure: 224 members maintained or improved systolic blood pressure with an average decrease of 7.3 points per person.
  - Diastolic blood pressure: 284 members maintained or improved diastolic blood pressure with an average decrease of 5.1 points per person.
- Diabetes: 64 members had diabetes in 2017. 15 of these members (23%) no longer have diabetes in 2018.
  - A1c: For members with diabetes, A1c decreased by 15.4 points overall or an average of 0.2 points per person.





### Biometrics:

- Weight: 229 members maintained or lost weight since 2017. These members lost an average of 10.3 pounds each. Total weight lost of 2,352 pounds.
  - BMI: 195 members maintained or improved BMI (an average of 1.8 point improvement per member).
  - Waist: 330 members maintained or improved waist size (an average of 1.9 inches per person).
- Tobacco: 74 members were tobacco users in 2017. 19 of these members (26%) no longer use tobacco in 2018
  - Marielle completed the Certified Tobacco Treatment Specialists, or CTTS program at the Mayo Clinic. These professionals are trained to provide treatment for individuals seeking to stop using tobacco. Using a team approach Marielle and Stephanie Ryder, LCSW, work together to help patients to quit using tobacco products.





## Keys To Success

- The Right Team
- Employee Buy-in & Trust
- Data and Trends
- Consistency
- Relationship with County Human Resources
- Integration of Services



## Key Stats

- Clinic Opened September 26, 2016
- Clinic Available to Full Time Benefitted Employees, Spouses and Retirees under age 65; 1170 eligible as of December 2017
- Total Visits: 1498 (Sept 17 - August 18)



## Wellness and Outreach

- Focus on Healthy Eating/Lifestyle Changes
  - Lunch and Learns
  - Cooking Demonstrations/Plant based nutrition/Better food choices
  - Education on how to make lifestyle modifications that last a lifetime
  - Free opportunities for exercise and health promotion
  - Bi-Monthly Newsletter Catered to needs of County Employees
  - Access to Health Coach and Registered Dietician
  - Tobacco Treatment





## Quality

- Referrals to PCP and other specialists
- Collaboration with Primary Care offices; sharing of patient care information
- Electronic Medical Records
- Confidential treatment/medical advice
- Early Identification of Chronic Disease
- No co-pay; removes barriers to care
- Workman's Comp collaboration and consistency
- Early return to work





## On the Horizon

- New location
  - The clinic will be re-locating to a larger space in the medical office building adjacent to OBH (Dr. Woodson's previous office)
  - Our clinical staff will be expanding to include a full time health coach, counselor, social worker, chronic disease nurse navigator, lifestyle and integrative medicine practitioners, dietician
  - Our multidisciplinary team will be re-named The Outer Banks Hospital Center for Health Living
  - Dare County eligible employees will have the ability to continue the same services currently provided, as well as have access to our expanded services
  - There will still be no charge to the employees/spouses/retirees for convenience care, health coaching and chronic disease nurse navigation
  - MedCost would be used for Integrative Medicine, Lifestyle Medicine, Dietician, Counseling and Tobacco Treatment





## Making a Difference

“The amount of care that I received at the wellness center is remarkable. The expeditious and knowledgeable staff have contributed to saving my life from what could have been a potentially life threatening cancerous tumor in my kidney. The courteous and friendly staff assisted me and my family in navigating through a very troubling and scary time in our lives. Without the staff, I would have experienced a very different outcome. My malignant tumor may have continued untreated due to heavy expenses from copays. With the wellness clinic, I am afforded the opportunity to seek nutritional education from an educated nutritionist, health coach and staff. As well as needed blood work, continued medical care, and access to other Vidant programs available to my family and myself that we otherwise may not have been aware of. All the while preventing financial hardships and promoting good health, education and recovery. I look forward to continuing to work with the staff at the wellness center. I can not express the gratitude I have for the availability of the wellness center-- priceless. The commitment and dedication of the staff at the wellness center is truly the best in dare county. Kudos to dare county for making this happen. Who knows how many families you have already blessed.”









*Amendment to Capital Project Ordinances to Close Completed Projects and Provide Budget for EMS Helicopter Project*

**Description**

The attached amends the budget for several capital projects completed under budget and one project - propane vehicle conversion - that will not be done, which provides \$173,211 to the EMS Helicopter project budget. As discussed at the Board retreat in March 2017 and the 11/6/2017 Board meeting, that project budgeted \$1,000,000 for the sale of the old helicopter based on appraisals of \$2.0 and \$1.69 million. The old helicopter sold for \$457,142. After these second set of adjustments (the first were 11/6/2017), there remains \$200,564 to be provided for the project.

**Board Action Requested**

Adopt amendment to capital project ordinances.

**Item Presenter**

David Clawson, Finance Director

**County of Dare, North Carolina  
Capital Project Ordinance**

**for  
EMS Helicopter Project #60285**

BE IT ORDAINED by the Board of Commissioners of the County of Dare, North Carolina that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinances are hereby amended:

Section 1 The amendment is to amend the budget for project #60285/98718 (Series 2012C LOBs) and to reduce the budgets for projects #60259, #60311, and #60302 in order to close those projects, which were completed under budget or will not be completed (#60302).

Section 2 The following budget shall be conducted within the Capital Projects Funds (#61).

Section 3 The following appropriations are decreased for the projects:

Cardiac Monitors	615531-737426-60286	\$27 decrease
S2012C Costs of Issuance	615535-545300-98718	\$24,862 decrease
Playground Equipment	615640-737424-60259	\$1,885 decrease
Rec Park Roof	615470-737434-60311	\$18,311 decrease
Propane Vehicles	615490-737433-60302	\$125,000 decrease

Section 4 The following revenues are changed as indicated for the projects:

Playground Equip transfer from Cap Reserve	613090-492731-60259	\$1,885 decrease
Rec Park Roof transfer from Cap Reserve	613090-492737-60311	\$18,311 decrease
Propane Vehicles transfer from Cap Reserve	613090-492736-60302	\$125,000 decrease
HEMS transfer from Cap Reserve FY11	613090-492731-60285	\$1,885 increase
HEMS transfer from Cap Reserve FY17	613090-492737-60285	\$18,311 increase
HEMS transfer from Cap Reserve FY16	613090-492736-60285	\$125,000 increase
S2012C Interest Income	613040-450100-98718	\$3,126 increase
HEMS sale of old HEMS	613090-471700-60285	\$173,211 decrease

Section 5 After these budget changes, there remains \$200,564 to be provided for project #60285 due to the sale of the old EMS helicopter at less than the amount expected from appraisals.

Section 6 The Finance Officer is directed to report, on a monthly basis, as a part of the normal monthly financial reporting process currently in place, the financial status of the project.

Section 7 Copies of this capital project ordinance shall be furnished to the Budget Officer, the Finance Officer, and the Clerk to the Board of Commissioners.

Adopted this 15<sup>th</sup> day of October 2018.

\_\_\_\_\_  
Chairman, Board of Commissioners

\_\_\_\_\_  
Clerk to the Board of Commissioners

[SEAL]



*Resolutions to Name NCDOT Ferries*

**Description**

The North Carolina Department of Transportation has asked the Dare County Board of Commissioners to support the naming of two ferries.

Attached is a resolution requesting that the ferry to replace the MV Kinnakeet be named the "Avon."

Also attached is a resolution requesting that the ferry to replace the MV Chicamacomico be named the "Salvo."

**Board Action Requested**

Adopt Resolutions

**Item Presenter**

Robert Outten, County Manager



**A RESOLUTION  
REQUESTING THAT A NORTH CAROLINA FERRY  
BE NAMED THE "AVON"**

**WHEREAS**, the County of Dare is within the North Carolina Department of Transportation (NCDOT) Division 1; and

**WHEREAS**, the Dare County Board of Commissioners supports the tradition of naming NC Ferries after towns and regions of coastal North Carolina.

**NOW THEREFORE BE IT RESOLVED** that the Dare County Board of Commissioners requests that the said ferry to replace the MV Kinnakeet be named the "Avon".

ADOPTED this 15<sup>th</sup> day of October, 2018.

---

Robert Woodard, Chairman

Attest:

---

Gary Lee Gross, Clerk to the Board



**A RESOLUTION  
REQUESTING THAT A NORTH CAROLINA FERRY  
BE NAMED THE "SALVO"**

**WHEREAS**, the County of Dare is within the North Carolina Department of Transportation (NCDOT) Division 1; and

**WHEREAS**, the Dare County Board of Commissioners supports the tradition of naming NC Ferries after towns and regions of coastal North Carolina.

**NOW THEREFORE BE IT RESOLVED** that the Dare County Board of Commissioners requests that the said ferry to replace the MV Chicamacomico be named the "Salvo".

ADOPTED this 15<sup>th</sup> day of October, 2018.

---

Robert Woodard, Chairman

Attest:

---

Gary Lee Gross, Clerk to the Board



*Public Hearing -- Zoning Amendments for Year-round Housing*

**Description**

A hearing is scheduled for 5:30 p.m. After the close of the hearing, the Board will be in a position to act on the proposed amendments, may choose to make revisions to the draft amendments based on public input and board discussion, or may choose to take no action. Draft motions for the Board's consideration are included in my staff report. A finding of consistency has also been drafted and this finding should be included as part of any motion for adoption.

**Board Action Requested**

Conduct hearing and act on proposed amendments.

**Item Presenter**

Donna Creef

PUBLIC HEARING – ZONING AMENDMENTS FOR YEAR-ROUNDHOUSING

DATE: OCTOBER 15, 2018

FROM: DONNA CREEF, PLANNING DIRECTOR

A public hearing on a package of proposed zoning amendments is scheduled for 5:30 p.m. on October 15, 2018. These amendments were submitted by the Outer Banks Chamber of Commerce and during the Planning Board review process were expanded in scope to include amendments for cluster home developments and definitions in support of the other amendments. A copy of the specific amendment language is attached with this staff report.

Following the close of the hearing, the Board of Commissioners will have completed the necessary steps to take favorable action on the proposed amendments. The proposed amendments can be adopted as one entire package or the Board may choose to only adopt certain elements of the package based on public input and/or the subsequent Board discussion. These amendments represent significant changes to the Dare County Zoning Ordinance and should be viewed as positive steps in the process of addressing the housing issue.

I anticipate that Duke Geraghty will request the amendments for ADUs be expanded to include those zoning districts that are restricted to single family homes. Such changes would be considered substantive and additional review by the Planning Board and another hearing would be needed before such amendments could be adopted by the Board. If this request is made during the October 15 hearing, I suggest the Board instruct me to further analyze the single family zoned areas and report back to the Board in six months on this matter and to also report on how successful the other amendments have been in terms of permit issuance for duplexes, ADUs, multifamily units and cluster homes.

Any favorable action on the amendments should include a finding of consistency. Policy LUC #4 of the 2009 Dare County Land Use Plan address the provision of a variety of housing opportunities and these amendments are consistent with the land use plan. A consistency statement is attached with this staff report.

Draft motions for the Board's consideration:

Motion to adopt entire package of amendments: "I move that the entire package of housing amendments be adopted as recommended by the Planning Board. A finding of consistency included with the agenda item is adopted as part of this action".

Motion to adopt only certain components of zoning amendment package: "I move that the proposed zoning amendments (insert which ones i.e duplex lot sizes, multifamily density etc) be adopted as recommended by the Planning Board.



Motion to adopt revisions based on input/discussion: I move that the proposed amendments be revised to reflect (insert revision items) and then adopted as revised. A finding of consistency included with the agenda item is adopted as part of this action”.

Motion to adopt proposed amendments and instruct staff to update Board on progress of amendments and analyze the other more restrictive zoning districts for potential amendments: “I move that the entire package of housing amendments be adopted as recommended by the Planning Board. A finding of consistency included with the agenda item is adopted as part of this action. The Planning Director is instructed to report to the Board in April 2019 on the results of these amendments and to further analyze other potential amendments in the more restrictive single family zoning districts.”

**Duplex Lot Sizes Amendments**

Section 22-18 RS-6 Residential, Section 22-19 RS-8 residential, Section 22-23 R-3 Residential , Section 22-25 C-2 Commercial, Section 22-26 C-3 Commercial , Section 22-27 I-1 Industrial Districts

Current: 25,000 square feet; except that if served by an approved public or community sewage disposal system, lot size may be reduced to 12,500 square feet.

Proposed Language

Duplex lots if served by a private well regardless of wastewater disposal method:  
20,000 square feet

Duplex lots if served by central water regardless of wastewater disposal method: 15,000 square feet

Section 22-22 R-2 Residential, Section 22-22.3 R-2H Residential, and Section 22-25.1 C-2H Commercial Districts:

Current: 25000 square feet; except, that if served by an approved public or community sewage disposal system, lot size may be reduced to 15000 square feet.

Proposed Language

Duplex lots if served by a private well regardless of wastewater disposal method:  
20,000 square feet

Duplex lots if served by central water regardless of wastewater disposal method: 15,000 square feet

Section 22-22.1 R-2A Residential and Section 22-22.4 R2-AH Residential Districts:

Current: 25,000 square feet; except that if served by an approved central water supply lot size may be reduced to 20,000 square feet.

Proposed Language

Duplex lots if served by a private well regardless of wastewater disposal method:  
20,000 square feet

Duplex lots if served by central water regardless of wastewater disposal method: 15,000 square feet

Section 22-22.2 R2-B Residential , Section 22-23.2 MH-A Manns Harbor A and Section 22-23.3 MH-B Manns Harbor B Districts:

Current: 25,000 contiguous square feet of soil not classified as a coastal wetland, except that if served by an approved central water supply lot size may be reduced to 20,000 contiguous square feet of soil not classified as a coastal wetland

Proposed Language

Duplex lots if served by a private well regardless of wastewater disposal method:  
20,000 square feet

Duplex lots if served by central water regardless of wastewater disposal method: 15,000 square feet

Section 22-27. 1 S-1 Special District

Current: 30,000 square feet of soils classified as "suitable" for ground absorption wastewater systems for structures to be served by a private well and an individual on-site wastewater system. If a central water supply is available, the minimum lot size may be reduced to 25,000 square feet. If central water and off-site wastewater treatment is available, the minimum lot size may be reduced to 20,000 square feet.

Proposed Language

Duplex lots if served by a private well regardless of wastewater disposal method:  
20,000 square feet

Duplex lots if served by central water regardless of wastewater disposal method: 15,000 square feet

Section 22-27.10 RB Residential Business, Section 22-27.11 NC Neighborhood Commercial, Section 22-27.12 HML Historic Mill Landing, Section 22-27.13 WVC Wanchese Village Commercial, Section 22-27.14 MC-2 Marine Commercial, Section 22-27.15 MC-1 Marine Commercial Districts

Current: 25,000 square feet of soils not classified as coastal wetlands. If served by a central water supply this lot size may be reduced to 20,000 square feet of soils not classified as wetlands soils.

Proposed Language

Duplex lots if served by a private well regardless of wastewater disposal method:  
20,000 square feet

Duplex lots if served by central water regardless of wastewater disposal method: 15,000 square feet

Section 22-27.16 Hwy 345 District

Current: 25,000 square feet of soils not classified as coastal wetlands.

Proposed Language

Duplex lots if served by a private well regardless of wastewater disposal method:  
20,000 square feet

Duplex lots if served by central water regardless of wastewater disposal method: 15,000 square feet

Section 22-23.4 ELR East Lake Residential, Section 22-23.5 ELVC East Lake Village Commercial and Section 22-26.2 ELCS East Lake Commercial Services Districts

Current: 25,000 contiguous square feet of soils not classified as a coastal wetland.

Proposed Language

Duplex lots if served by a private well regardless of wastewater disposal method:  
20,000 square feet

Duplex lots if served by central water regardless of wastewater disposal method: 15,000 square feet

## MULTI FAMILY DENSITY AMENDMENTS

### Section 22-18 RS-6 Residential District:

Current: Multifamily dwelling: Must be served by an approved public or community sewage disposal system. Four (4) dwelling units per acre

Proposed: Multifamily Dwellings: Six (6) dwelling units per acre

### Section 22-19 RS-8 Residential District:

Current: Multifamily dwelling: Must be served by an approved public or community sewage disposal system. Six (6) dwelling units per acre

Proposed: Multifamily dwelling: Eight (8) dwelling units per acre

### Section 22-22 R-2 Residential District:

Current: Townhouse developments under the provisions of Section 22-31 with a density of four dwelling units per acre.

Proposed: Multifamily dwelling: Six (6) dwelling units per acre.

### Section 22-22.3 R-2H Residential District:

Current: Townhouse developments under the provisions of Section 22-31 with a density of four dwelling units per acre.

Proposed: Multifamily dwelling: Six (6) dwelling units per acre.

### Section 22-23 R-3 Residential District:

Current: Multifamily dwelling: Must be served by an approved public or community sewage disposal system. Six dwelling units per acre south of Oregon Inlet and eight dwelling units per acre north of Oregon Inlet.

Proposed: Ten (10) units per acre

### Section 22-25 C-2 Commercial District:

Current: Single-family dwellings, multi-family dwellings and duplexes according to the R-3 medium density residential district – six units per acre south of Oregon Inlet and eight units per acre north of Oregon Inlet.

Proposed: Ten (10) units per acre

### Section 22-25.1 C-2H District:

Current: Single-family dwellings, multi-family dwellings and duplexes according to the R-2H medium density residential district

Proposed: Multifamily dwelling: Six (6) dwelling units per acre.

## 22-26 C-3 Commercial District

All permitted uses allowed within the C-2 general commercial district. The maximum dwelling density for multifamily structures shall not exceed six units per acre south of Oregon Inlet and shall not exceed eight units per acre north of Oregon Inlet.

Proposed: All permitted uses allowed within the C-2 general commercial district. The maximum dwelling density for multifamily structures shall no exceed ten units per acre.

## Section 22-27 I-1 Industrial District:

Current: All permitted uses allowed within the C-3 general commercial district. The maximum dwelling density for multifamily structures shall not exceed six units per acre south of Oregon Inlet and shall not exceed eight units per acre north of Oregon Inlet.

Proposed: All permitted uses allowed within the C-3 general commercial district. The maximum dwelling density for multifamily structures shall no exceed ten units per acre.

## **SECTION 22-58.6 ACCESSORY DWELLING UNITS (proposed new section)**

An accessory dwelling unit (ADU), as defined in Section 22-2, may be located on a residential lot in the following zoning districts: R-2, R-2A, R-2B, R2-H, R2-AH, RS-6, RS-8, R-3, C-2, C-2H, C-3, I-1, S-1, SNC, WR-1, VR, BT, RB, HML, WVC, MC-1, MC-2, H345, MH-A, MH-B, ELR, ELVC, and ELCS.

The following standards shall apply to ADUs except for those districts in Wanchese and East Lake which have ADU standards included as part of the district regulations.

1. Only one ADU may be permitted per lot in conjunction with a principal dwelling unit. The residential lot may contain other accessory structures as authorized by the applicable zoning district. The construction of an ADU on a lot does not constitute a group housing development as established in Section 22-31 of the Dare County Zoning Ordinance.
2. An ADU may be attached to a primary dwelling unit or may be detached separate structure. An ADU shall not exceed 50% of the floor area of the primary use structure or a maximum of 1200 square feet of heated and non-heated space unless the applicable zoning district for the lot establishes a different ADU maximum size limitation. The size limitation shall not apply if existing floor area within a primary dwelling unit is internally remodeled or existing interior space is converted for use as an ADU.
3. Lot coverage – Lot coverage may be increased for the footprint area of an ADU but in no instance shall lot coverage exceed 38% to accommodate the construction of an ADU. No increase in lot coverage is authorized for those ADUs that are located within the interior of an existing structure. This increase in lot coverage is for the ADU structure and shall not be used for other structures or impervious coverages. If existing lot coverage of the property exceeds 38%, then reductions in lot coverage shall be made in order to accommodate the ADU.
4. Two 10' x20' parking spaces shall be provided on the residential lot outside of any dedicated right-of-way or access easement. Parking shall be of permeable surfaces as allowed for single family dwellings in Section 22-56 of the Dare County Zoning Ordinance. The location of the ADU parking shall be approved by the Dare County Planning Department during the permit review process. Existing parking may be used if excess parking for the primary dwelling unit is available.
5. Any ADU shall be constructed according to NC State building codes and Dare County floodplain management regulations.

6. Recreational vehicles, travel trailers and/or manufactured homes shall not be used or approved as an ADU.
7. An ADU shall be located on a residential lot according to the applicable principal dwelling use setbacks. An existing accessory structure may be converted to an ADU if compliance with the principal dwelling setbacks, ADU size limitation, and applicable Dare County floodplain management regulations can be met. Any ADU shall be constructed to be compliant with the building height of the applicable zoning district.
8. Any ADU approved under these guidelines shall be used for long-term occupancy as defined in Section 22-2 of the Zoning Ordinance. Any ADU approved under these guidelines shall not be used for commercial or business activity. However, this limitation shall not prevent the ADU from being authorized as a home occupation according to the definition in Section 22-2.
9. An ADU shall not be subdivided or segregated in ownership from the principal dwelling unit.



## Proposed Amendment to Section 22-31.1 Cluster Lot Revisions

(f) Cluster home developments consist of more than one residential dwelling on one parcel of land whereby the dwellings are occupied on a long-term basis. These standards are designed to facilitate the development of cluster home projects in unincorporated Dare County subject to the following provisions:

1. Cluster homes developments shall be subject to review and approval as conditional uses in the following zoning districts: R-2, R-2A, R-2B, R-2H, R2-AH, R-3, RS-6, RS-8, SP-2, SP-C VC-2, C-2, C-2-H, C-3, 1-1, S-1, CS, BT, RB, MLM, WVC, MC-1, MC-2, and Highway 345.
2. Minimum lot size: 20,000 square feet Setbacks: Dwellings constructed as part of a cluster home development shall be subject to the setbacks of the applicable zoning district.
3. Separation of dwellings: 15 feet
4. Lot coverage: 30% of the total lot area
5. Building height: same as the applicable zoning district
6. Maximum size of dwelling: Any dwelling constructed as part of the cluster home development shall not exceed 1200 square feet of heated/conditioned space.
7. Parking: Parking for cluster homes shall be provided at a rate of one parking space per bedroom of each cluster home. Such parking may be provided at individual dwelling sites or in a congregate area for the entire development. Fifty percent (50%) of the required parking shall be of an impervious surface of concrete or asphalt (not to include asphalt millings or other similar products)
8. Roads – cluster home developments that cannot be properly served by emergency or service vehicles from an existing abutting road or street, shall be made accessible to such vehicles from a 30' right-of-way with 20 feet of paved improvements.
9. Ownership of cluster homes – cluster home sites may be transferred to individual owners with the remainder of the lot dedicated as common area owned by a homeowners association or similar entity. Cluster homes shall not be occupied or rented on a transient, short-term basis (30 days or less) as defined in Section 22-2 of the Zoning Ordinance.
10. A copy of the approved conditional use permit for a cluster home development shall be recorded with the approved site plan of the development.
11. Other reasonable and appropriate conditions to reflect individual specific site conditions may be applied to cluster home development as part of the conditional use review and approval process.

## Section 22-2 Definitions (proposed additions)

*Accessory dwelling unit:* a secondary dwelling unit established on one parcel in conjunction with a principal dwelling unit. Accessory dwelling units shall be subordinate in floor area, bulk, and height to principal dwelling unit. An accessory dwelling unit may be included as part of the principal dwelling unit, attached to the principal dwelling unit by an enclosed walkway, or entirely detached from the principal dwelling unit.

*Cluster home development* – A residential group development project consisting of more than one residential dwelling on one parcel of land whereby the dwellings are occupied on a long-term basis. Such developments are subject to review and approval according to the provisions of Section 22-31.1 of the Zoning Ordinance.

*Duplex:* a residential dwelling consisting of two units located on one parcel with independent living facilities for one or more persons in each unit including permanent provisions for sleeping, living, eating, cooking, and sanitation. The two units shall be connected or share a common floor to ceiling wall or connected vertically and share a common floor/ceiling. Use of an unenclosed or enclosed walkway to connect two units does not constitute a duplex but would be considered an accessory dwelling unit as defined in this section.

*Long-term occupancy:* a residential dwelling that is occupied and used for -residency and housekeeping purposes for a period of 31 days or more.

*Principal dwelling unit* – the primary dwelling unit located on a lot or parcel providing independent living facilities for one or more persons including permanent provisions for sleeping, living, eating, cooking, and sanitation.

*Short-term vacation occupancy:* a residential dwelling that is used and/or advertised through online media or any other means of advertising for occupancy for a period of 30 days or less.

village heritage, traditional industries, and development patterns is essential to the continued livelihood of our residents and our continued ranking as a top tourist destination. This includes an emphasis on locally-owned and operated businesses versus franchises that rely on corporate building designs to make their businesses universally recognizable. The continued successful of our locally-owned businesses adds to our unique character and as appealing traits to many of visitors and residents. The development patterns found in our various coastal villages do not follow traditional patterns of land development due to the isolated nature of some of the areas and the island geography of Dare County. However, this should not be seen as a disadvantage but as part of our heritage and our unique nature. The incompatibility of adjoining land uses that can be found throughout unincorporated Dare County must be viewed with some level of tolerance because of the uneven balance of public-private ownership and the historical patterns of development that follow the confines of the various village communities and separation of land masses by water bodies.

*Policy LUC #1*

Dare County recognizes the importance of our coastal village heritage and will continue to work toward the preservation of that heritage with appropriate land use guidelines and regulations.

*Policy LUC #2*

Public sector and private sector development activities should recognize Dare County's coastal heritage and incorporate traits reflective of our heritage in building design and other site features and improvements.

*Implementation Strategy:*

1. Identify amendments to the Dare County Zoning Ordinance and other land use ordinances that may be necessary to implement management objectives for residential and commercial development. This may include the elimination of drive-thru window service for restaurants (but not all businesses employing drive-thru window service such as banks and pharmacies) in all commercial and S-1 zonings districts and building design standards for commercial structures. (2011-2012)

**Residential Development**

The construction of detached single family residential structures as the preferred pattern of development in Dare County dates back to the 1987 Dare County Land Use Plan. The 2009 update continues this preference as expressed at public input workshops, in the Citizen Involvement Poll results, and at Planning Board workshops. The 2009 update also recognizes that the need for workforce housing and year-round housing opportunities might conflict with this objective but are necessary to address the housing needs of Dare County. Multifamily structures may be a more cost-effective alternative for workforce housing and the 2009 LUP acknowledges this option. Comments from the Planning Board workshops indicate support for residential development that is consistent

with existing neighborhoods patterns and that is reflective of the coastal heritage architecture style prevalent along the Outer Banks. The scale and size of residential development should follow existing neighborhood patterns. Since the 2003 update, the trend in seasonal accommodations has been the construction of large, multi-bedroom structures.

There has been some criticism of these large structures and adjustments made to local zoning regulations to link the numbers of bedrooms to the lot size and to address on-site parking. The construction of these large residential structures is reflective of the seasonal market demands and the stated land use policy of detached residential structures versus townhomes or multifamily structures. Most of these large homes have been constructed along the oceanfront and in areas that are generally dedicated to seasonal or second home accommodations. However, some of the large residential homes have been constructed in more year-round residential settings and this often results in complaints from the residents of noise, overflowing trash cans, and excessive vehicles parked in the right-of-way. Such compatibility issues are difficult, if not impossible to address with local zoning regulations, since the use remains residential but the occupancy of the structure creates conflicts. Some subdivisions have adopted covenant restrictions on seasonal rentals which seem to be successful in curbing incompatible occupancy issues.

Since 1982, the minimum lot size standards for Dare County have remained unchanged for new residential lots – 15,000 square feet for lots served by central water and 20,000 square feet for new lots served by private wells. During the development of the Wanchese zoning maps, the majority of the residents expressed the sentiment that the minimum lot size of 20,000 square feet should be applicable in all Wanchese zoning districts even if central water becomes available in the future. The zoning regulations adopted for Wanchese reflect this sentiment. The issue of changing the minimum lot size has not been identified as an issue of concern during the 2009 update. The scale of development associated with the current minimum lot sizes is congruent with the objective of residential development that is compatible with existing neighborhood patterns.

The issue of moderately-priced housing for permanent residents has received a great deal of attention since the 2003 LUP update. In 2003, the Dare County Board of Commissioners appointed an ad hoc committee to study housing issues and identify incentives for the private sector to encourage development of moderately-priced housing. A set of zoning standards, entitled the Family Housing Incentives Standards, were adopted which provide multi-family dwelling density bonuses, reduced lot size for duplexes, and accessory unit provisions in exchange for housing that is rented or sold to certain household incomes ranges. Since the adoption of the FHIS ordinance, one site plan for the development of a multi-family project on Hatteras Island has been approved by Dare County. The committee has also identified a tract of County-owned land on Bowsertown Road for construction of workforce housing for year-round residents. The County is working with the Outer Banks Community

Development Corporation (CDC) on this project. The CDC is a non-profit group founded in 2003 to provide guidance to local residents in identifying housing opportunities. The County has provided funding assistance to the CDC since its inception.

The Dare County Board of Commissioners has provided financial support to the Dare County Educational Foundation for the construction of a housing complex for teachers to be located in Kill Devil Hills adjacent to the First Flight Schools campus. This project is financed by the North Carolina State Employees Credit Union and will be built on land owned by the Dare County Board of Education. Similar projects have been funded by the State Employee Credit Union in other areas of North Carolina. For years, the Board of Education has struggled with recruitment and retention of teachers in Dare County due to the area's high cost of housing and living expenses. The construction of this housing complex is designed to provide moderately priced housing for newly graduated teachers who may not otherwise be able to live and work in Dare County.

Another factor affecting the workforce housing issue is housing for seasonal employees. In recent years, workers from foreign countries comprise a large sector of the seasonal workforce. These foreign visitors live in Dare County for several months on temporary work visas and provide labor in many restaurants, grocery stores, retail establishments, and other hourly-wage businesses. The same workforce housing that is affordable to the seasonal workers is the same housing market that is affordable to the year-round service industry. This creates competition among the two sectors of the workforce. The lack of affordable housing opportunities often results in many of the foreign workers residing in one residential structure and exceeding the approved occupancy of the structure. The housing of these workers in traditional neighborhoods also results in conflicts with the adjoining property owners due to varying work schedules and lack of understanding of local customs. Noise and trash issues are the most frequent complaints. Some employers provide housing for their seasonal workers but this is the exception not the norm.

The parking of heavy equipment and commercial vehicles in residential neighborhoods is an often-made complaint received by the Planning Department. With many service-oriented and construction related businesses, heavy equipment and commercial vehicles are parked in neighborhoods where current zoning regulations do not address such issues. This often results in complaints from neighbors concerned about the inconsistency of this activity with a residential zoning designation. As neighborhoods continue to build-out and develop over the next several years, the need to amend the Zoning Ordinance to address the parking and location of heavy equipment and commercial vehicles may be necessary. However, such efforts will most likely meet with resistance from the business owners who may be impacted by such a change.

Another issue that has increased in frequency of complaints since the 2003 LUP update is the issue of junked and abandoned vehicles. The County Code of Ordinances includes a junked and abandoned vehicle ordinance that is outdated and extremely cumbersome to enforce. The issue is complicated by the lack of a storage yard available for the relocation of junked and/or abandoned vehicles once removed from private property. In larger metropolitan areas, local governments often own and maintain vehicle yards for the storage of junked vehicles. This is not the case in Dare County where County owned lands are dedicated to other uses such as schools, office buildings, and infrastructure needs. The vehicle storage yards are often the source of contaminants in stormwater which is another concern. As Dare County continues to grow and become more developed, updating the County's junked and/abandoned vehicle ordinance to include alternatives to the traditional removal and mass storage may be needed.

#### *Policy LUC #3*

Residential structures shall be the preferred land use in unincorporated Dare County for both seasonal accommodations and permanent housing. All new residential structures, whether attached or detached, are encouraged to be on a scale that is consistent with existing neighborhood patterns of development.

#### *Implementation Strategy:*

1. Administration of existing regulations of the Dare County Zoning Ordinance for minimum lot size, dwelling density, building height and other standards for residential development. Changes in wastewater technology, improved construction practices for "green" buildings, market conditions, and demographic trends should be examined periodically to ensure that the standards of the Dare County Zoning Ordinance are not obsolete and recognize newer technologies that may benefit our existing communities. (2010-2015).

#### *Policy LUC #4*

To address the housing needs of the year-round population, multi-family dwellings and other types of residential structures such as accessory use dwellings, are considered appropriate alternatives when located in areas zoned for multi-family structures and constructed on lots or parcels greater than the minimum lot size for single family lots established in the individual zoning districts of the Dare County Zoning Ordinance. This diversification of housing opportunities is important to address the needs of Dare County's workforce.

#### *Implementation Strategy:*

1. Administration of Family Housing Incentive Standards (section 22-58.2) of the Dare County Zoning Ordinance to address workforce housing needs. (2010-2015)

## ZONING AMENDMENT CONSISTENCY DETERMINATION

On October 15, 2018, the Dare County Board of Commissioners considered a package of zoning amendments to the Dare County Zoning Ordinance as submitted by the Outer Banks Chamber of Commerce. These amendments seek to make changes to the zoning regulations to address the housing needs of Dare County. These amendments involve minimum lot sizes for duplex structures in those districts that currently allow duplex structures; density increases for those districts that currently allow multifamily construction; adoption of regulations for the construction of accessory dwelling units and expansion of the areas of unincorporated Dare County in which these ADUs can be constructed; and revisions to Section 22-31 of the Dare County Zoning Ordinance to add regulations for cluster home developments.

On September 24, 2018, the Dare County Planning Board considered the Outer Banks Chamber request and voted to recommend favorable adoption of a series of zoning text amendments submitted by the Outer Banks Chamber of Commerce. The Planning Board conducted a public hearing on these amendments on July 9, 2018 and other amendments to the Dare County Zoning Ordinance were identified during this hearing, which have been incorporated into the overall package of amendments for consideration.

The 2009 Dare County Land Use Plan is the comprehensive plan for unincorporated Dare County adopted by the Dare County Board of Commissioners on December 6, 2010.

A review of the Dare County Land Use Plan found the following policies to be applicable to the zoning text amendment:

### Land Use Compatibility Management Topic

#### Policy LUC #4

*To address the housing needs of the year-round population, multi-family dwellings and other types of residential structures, such as accessory use dwellings, are considered appropriate alternatives when located in areas zoned for multi-family structures and constructed on lots or parcels greater than the minimum lot size for single family lots established in the individual zoning districts of the Dare County Zoning Ordinance. This diversification of housing opportunities is important to address the needs of Dare County's workforce.*

Based upon a review of the policy, the Dare County Board of Commissioners finds the zoning amendments to be consistent with the 2009 Dare County Land Use Plan since the amendments will facilitate a variety of residential structures in many of the Dare County zoning districts and will incorporate consistency in the minimum lot size standards for one and two family residential structures.

	Vacant lots eligible for duplexes		Lots with existing residential – potential ADU	
	Acreage	15,000 sq ft or more	Acreage	15,000 sq ft or more
Avon	67 acres	52 parcels	0 acres	108 parcels
Buxton	194 acres	60 parcels	0 acres	113 parcels
Frisco	321 acres	26 parcels	15 acres	59 parcels
Hatteras	58 acres	45 parcels	39 acres	161 parcels
RWS	64 acres	62 parcels	217 acres	118 parcels
Colington/KDH Out	14 acres	10 parcels	21 acres	32 parcels
Manns Harbor	33 acres	26 parcels	84 acres	92 parcels
East Lake	539 acres	17 parcels	87 acres	11 parcels
Manteo Out	9 acres	20 parcels	0 acres	34 parcels
Wanchese	747 acres	71 parcels	325 acres	177 parcels
<b>TOTALS</b>	<b>2046 acres</b>	<b>389 parcels</b>	<b>788 acres</b>	<b>905 parcels</b>

### General filters applied to all tax districts

Duplex lots – vacant privately owned land, no subdivision, marsh acreage, no access

Existing residential – single family homes as land use, no subdivision, marsh acreage, no access

### Specific filters applied

Avon – R-2A only, filtered streets in R-2a zoned areas

Buxton – SED-1 zoned areas excluded

Frisco – SED-1 zoned areas excluded

East Lake and Manns Harbor – 20,000 minimum lot size used

Manteo Out – R-2 streets used

Wanchese – Streets in districts that do not allow duplexes excluded





*Consent Agenda*

**Description**

1. Approval of Minutes (10.01.18)
2. Sheriff's Office - Budget Amendment for Grant Award
3. Tax Collector's Report

**Board Action Requested**

Approval

**Item Presenter**

County Manager, Robert Outten



*Approval of Minutes*

**Description**

The Board of Commissioners will review and approve their previous Minutes, which follow this page.

**Board Action Requested**

Approve Previous Minutes

**Item Presenter**

County Manager, Robert Outten



# County of Dare

P.O. Box 1000 | Manteo, NC 27954

---

## MINUTES

### DARE COUNTY BOARD OF COMMISSIONERS MEETING

Dare County Administration Building, Manteo, NC

**9:00 a.m., October 1, 2018**

Commissioners present: Chairman Robert Woodard, Vice Chairman Wally Overman  
Jack Shea, Steve House, Rob Ross, Jim Tobin, Danny Couch

Commissioners absent: None

Others present: County Manager/Attorney, Robert Outten  
Deputy County Manager/Finance Director, David Clawson  
Public Information Officer, Dorothy Hester  
Clerk to the Board, Gary Lee Gross

A full and complete account of the entire Board of Commissioners meeting is archived on a video that is available for viewing on the Dare County website [www.darenc.com](http://www.darenc.com).

Chairman Woodard called the meeting to order at 9:01 a.m. He invited Rev. Charles Daly from Mount Carmel United Methodist Church to share a prayer, and then he led the Pledge of Allegiance to the flag.

Note – some agenda items were handled out of sequential order to accommodate a time specific Public Hearing scheduled for 10:00 a.m.

#### **ITEM 1 – OPENING REMARKS – CHAIRMAN’S UPDATE**

Following is a brief outline of the items mentioned by Chairman Woodard during his opening remarks, which can be viewed in their entirety in a video on the Dare County website –

- Noted that the weeks following Hurricane Florence have been very busy and we need to continue to think about the people in the areas that were hard hit by the storm.
- Reported on a meeting he had with Park Service Superintendent Hallac and reminded that the Wright Brothers Memorial reopening ceremony is scheduled for October 20.
- Commented on his discussion with Municipal Mayors concerning the issue of housing.
- As a COA Trustee, Chairman Woodard advised that enrollment is up for this quarter.
- Reported that the recent Candidates Forum was very well attended and informative.
- Explained that he, the Dare County Public Information Officer, and a representative from Cooperative Extension recently met with Manteo High School students to get input about student attitudes concerning the College of the Albemarle. He said the students were helpful and provided valuable insight.

- Gave a briefing on the recent Lost Colony Wine & Culinary Festival. He said this year's event, which had increased attendance, was a wonderful day of great food and wine. He encouraged everyone to support this fundraiser benefitting the Lost Colony.
- On behalf of Governor Cooper, the Chairman presented Jay Burrus, the recently retired Director of Dare County's Health & Human Services Department, with the Order of the Long Leaf Pine. The Chairman's remarks are outlined in agenda item #4.

## **ITEM 2 – PRESENTATION OF COUNTY SERVICE PINS**

- 1) Greg Wilson, Deputy Sheriff Captain, received a 10-year pin.
- 2) Wendy Hall, Public Health Nurse Supervisor, received a 10-year pin.
- 3) Lakayla Hill-Melton, Detention Shift Leader, received a 15-year pin.
- 4) Sue Hewitt, In-Home Service Aid Supervisor, received a 25-year pin.

## **ITEM 3 – EMPLOYEE OF THE MONTH – OCTOBER 2018**

Pam Matthews received the Employee of the Month award from Tim White who described the many ways that Ms. Matthews is an asset to the Transportation Department.

## **ITEM 4 – RECOGNITION OF RETIREES**

Jay Burrus, who recently retired as the Director of Dare County's Health & Human Services Department, was honored for his distinguished public service career that spanned over 40 years. Chairman Woodard commended Mr. Burrus for having served as a passionate advocate for our children, the elderly, and all those who are vulnerable in our community. He explained that under Mr. Burrus' insightful leadership, the County's Health and Human Services Department has become a model program that is well respected and emulated by other North Carolina communities. On behalf of Governor Roy Cooper, Chairman Woodard presented Mr. Burrus with The Order of the Long Leaf Pine, which is the highest award for state service granted by the Office of the Governor. In accepting the award, Mr. Burrus said it has been a pleasure working with the Board of Commissioners and the staff of caring and capable professionals at the Health and Human Services Department.

## **ITEM 5 – PUBLIC COMMENTS**

The Manager outlined the procedure for making public comments in Manteo and via the video link to the Fessenden Center in Buxton. Following is a brief summary of citizen remarks, which can be viewed in their entirety in a video on the Dare County website –

*The following comments were made in Manteo –*

1. Rosemarie Doshier described the need for mosquito spraying in East Lake. She reported on a conversation she had where she was told that spraying is only allowed in Stumpy Point and Manns Harbor. Ms. Doshier said that East Lake does indeed have mosquitoes and asked that this community be included in the spraying program.

2. Gail Sonnesso from GEM Day Services, read several letters of support written by volunteers involved in programs that are provided to those with dementia. The letters gave insight about GEM activities such as the Harmony Café, art classes, therapy dogs, programs at All Saints Episcopal Church, and the need for financial support.

*The following comments were made in Buxton –*

3. Laurel Gropper told the Board that the people on Leslie Lane want and need County water. She said a contaminated well on her block presents a public health risk and added that the lack of a fire hydrant is a safety issue. The County Manager asked Ms. Gropper to contact him so he can personally discuss this and follow-up with her.

#### **ITEM 6 – REPORT FROM GEM DAY SERVICES**

Gail Sonnesso, on behalf of GEM Day Services, gave an update report on efforts to raise awareness about Alzheimer’s disease and the need for research, educational programs, and caregiver services in our community. She explained the stages of disease progression and presented statistics about Alzheimer’s disease. Ms. Sonnesso outlined services that are currently available in Dare County and described fundraisers sponsored by GEM.

#### **ITEM 7 – OB CHAMBER ZONING AMENDMENTS – YEAR-ROUND HOUSING**

The Planning Director outlined a set of zoning amendments from the Outer Banks Chamber of Commerce involving minimum lot sizes for duplex structures, multifamily dwelling densities and accessory dwelling units. She noted that the revisions are designed to facilitate the development of year-round residential structures and not to encourage the construction of short term vacation rentals. Ms. Creef added that any change to the zoning rules cannot supersede flood rule requirements. She reported that the Planning Board held a public hearing where it received positive input in support of the amendments. Each of the Chamber’s requests were outlined in detail along with the recommendations of the Planning Board. After fielding Commissioner questions about the proposed zoning amendments, Ms. Creef recommended that the Board conduct a Public Hearing.

#### **MOTION**

Commissioner House motioned to schedule a Public Hearing for 5:30 p.m., Oct. 15, 2018.

Commissioner Tobin seconded the motion.

VOTE: AYES unanimous

**RECESS: 10:49 a.m. – 11:03 a.m.**

#### **ITEM 8 – REQUEST FROM KILL DEVIL HILLS**

Chairman Woodard presented a request from Mayor Sheila Davies, on behalf of the Kill Devil Hills Board of Commissioners, that a working group of all Dare County local governments be established to comprehensively address stormwater concerns and complications throughout our entire area. The Chairman noted that the stormwater engineering study that was recently commissioned for the north end of Roanoke Island is

not yet completed. It was the consensus of the Board to table the request until the County receives the engineer's report because that information will be vital in moving forward to address the stormwater issue. It was suggested that this topic would be good for the mayors and managers to discuss when each group meets for their monthly luncheon.

**MOTION**

Commissioner Tobin motioned to table this item until after the County receives the stormwater engineering study that is now underway.

Commissioner Shea seconded the motion.

VOTE: AYES unanimous

**ITEM 9 – PUBLIC HEARING – TRANSPORTATION DEPT PROGRAM GRANT (Att. #1)**

At 10:00 a.m. the Board of Commissioners held a Public Hearing to receive input concerning the Transportation Department's FY2020 NCDOT 5311 & 5310 Program Grant Application. The Manager outlined the procedure for making public comments in Manteo and via the video link to the Fessenden Center in Buxton. There were no Public Comments. Chairman Woodard closed the hearing at 10:00 a.m.

**MOTION**

Commissioner Shea motioned to adopt a resolution approving the grant application and authorize the County Manager to sign the Local Share Funding Certification.

Vice Chairman Overman seconded the motion.

VOTE: AYES unanimous

**ITEM 10 – CONSENT AGENDA**

The Manager announced the items as they were visually displayed in the meeting room.

**MOTION**

Commissioner Shea motioned to approve the Consent Agenda:

- 1) Approval of Minutes (09.17.18) **(Att. #2)**
- 2) Report on Water CIP – Capital Project Ordinance & Budget Amendment, FY2019 **(Att. #3)**
- 3) 3-year Contract for Metro Ethernet Services & Contract to Install Fiber Optic Cable
- 4) 3-year Contract for Outbound Internet Services

Vice Chairman Overman seconded the motion.

VOTE: AYES unanimous

**ITEM 11 – BOARD APPOINTMENTS**

- 1) Health and Human Services Board

Vice Chairman Overman motioned to appoint Chris Roberts to the vacant Social Worker seat as requested by the Health and Human Services Board.

VOTE: AYES unanimous

- 2) Parks and Recreation Advisory Council

By consensus, the Board agreed to table this item pending a recommendation from staff for the Parks & Recreation Advisory Council.

3) Wanchese Community Center Board

Commissioner House motioned to appoint Joseph Lee Willis to fill the vacancy caused by the death of Ulysses S. "Lish" Meekins.

Commissioner Shea seconded the motion.

VOTE: AYES unanimous

4) Upcoming Board Appointments

The upcoming appointments for November, December, and January were announced.

**ITEM 12 – COMMISSIONERS' BUSINESS & MANAGER'S/ATTORNEY'S BUSINESS**

Commissioners and the County Manager frequently make extensive remarks, which can be viewed in their entirety in a video on the Dare County website. Following is a brief summary outline of the items mentioned by Commissioners during this segment –

Commissioner Tobin

- Reported on recent Community Advisory Council tours of both Spring Arbor and Peak Resources. He noted that Spring Arbor is facing challenges and advised the Board that Peak Resources is doing a fabulous job. He said programs offered by Gail Sonnesso and GEM volunteers at these facilities have had a positive impact. He added that the residents very much appreciate the parties hosted by the Outer Banks Woman's Club.
- Gave an update on the dredge vessel project. He explained that steady progress is being made on the contractual documents related to this endeavor. He also reported on a scoping meeting that was recently held with the regulatory agencies and said the session went very well. In response to a Commissioner question, he advised that the new dredge should be in the water and operating in approximately 18 months to 2 years.
- Commissioner Tobin summarized the current navigational conditions at Oregon Inlet, where he said there is difficulty at the center span.

Commissioner Ross

- Echoed the comments that were made in acknowledgment of Gail Sonnesso and the GEM volunteers. He commended them for their educational and respite care activities.
- Noted that the Albemarle Commission will be meeting in closed session this week.
- Reported that he will be attending a meeting scheduled soon with Guernsey Tingle, the architect firm for the new Dare County Animal Shelter. He added that he will also be meeting this week with John Graves about the shelter.
- Said he is looking forward to the Trillium annual conference coming up later this year.

Commissioner House

- Thanked Jay Burrus for his service to Dare County and wished him well in retirement.
- Reported on ways people have pulled together to help those hurt by Hurricane Florence.
- Announced that the Commission For Working Watermen will hold its reorganizational meeting next week in Rodanthe after its original meeting date had to be postponed due to the hurricane. He encouraged everyone to attend the reorganization meeting.

Vice Chairman Overman

- Congratulated the service pin recipients and the Employee of the Month.
- Briefed the Board on a citizen request to allow golf carts in Wanchese. He said he has discussed this with the Planning Director and reported that Ms. Creef plans to put this item on the November 5<sup>th</sup> agenda.
- Commented on the Walk Against Addiction recently held at First Flight High School.
- Thanked the North Banks Rotary Club for their donation to the Saving Lives Task Force.
- Noted that the recent Lost Colony Wine & Culinary Festival was an outstanding event.
- Welcomed back Sheriff Doug Doughtie after having had medical procedures performed and said Dare County is truly blessed to have him as our Sheriff.

Commissioner Shea

- Thanked Jay Burrus for his many years of exemplary service to Dare County.
- Congratulated the service pin recipients and the Employee of the Month.
- Expressed gratitude for the valuable services that are provided by GEM volunteers.

Commissioner Couch

- Gave a report on the condition of the beach in Buxton in the wake of recent storms and he encouraged the Board to see if something can be done to allow jetties as a way of protecting our vulnerable shoreline.
- Commended the Cape Hatteras United Methodist Men for their efforts to help the people of Hyde County who were hurt by Hurricane Florence.
- Commissioner Couch said although the hurricane had a dampening effect on business, he expressed hope that 2018 will be a good year for businesses on Hatteras Island.

**MANAGER’S/ATTORNEY’S BUSINESS**

1. The County Manager reported that the Manteo dredging project needs to move forward and requested permission to engage Ken Willson’s consulting firm to work on the project. Mr. Outten said a contract will be prepared and brought back to the Board of Commissioners for approval.

**MOTION**

Commissioner Shea motioned to approve the request as outlined by the Manager. Commissioner House seconded the motion.

VOTE: AYES unanimous

2. Mr. Outten outlined the need for a new position in the Finance Department for a Budget Analyst/Internal Auditor. He described the scope of the position, reported that funding is available, and noted that with department to department moves there will be no increase in the number of positions. The Manager asked for permission to create the position.

**MOTION**

Commissioner Shea motioned to create the new position as outlined by the Manager. Commissioner Couch seconded the motion.

VOTE: AYES unanimous



Public Information Officer Dorothy Hester reminded everyone that the interactive video link for Hatteras Island residents to make public comments will be moved to the Fessenden Center Annex effective October 15. She announced that the bear-proof trash cans have arrived ahead of schedule and that a mailing will be going out to mainland residents.

Finance Director David Clawson summarized efforts that are being taken to see if Dare County qualifies for any level of FEMA assistance as Emergency Protective Measures related to Hurricane Florence.

Chairman Woodard asked for a Closed Session pursuant to NCGS 143-318.11(a)(5) to instruct the County staff, or negotiating agents, concerning the position to be taken by or on behalf of the County in negotiating the price and other material terms of a contract, or proposed contract, for the acquisition of real property by purchase, option, exchange, or lease in the matter of the Old Kellogg Supply Building in Manteo.

**MOTION**

Chairman Woodard motioned to go into Closed Session pursuant to the provisions of the North Carolina General Statutes cited by the County Manager.

Commissioners Shea, House, Ross, and Overman seconded the motion.

VOTE: AYES unanimous

At 11:41 a.m. the Commissioners exited the room to meet in Closed Session. They reconvened at 12:45 p.m. and Mr. Outten reported that during the Closed Session the Board approved previous Closed Session Minutes, gave guidance to the County Attorney regarding the real estate matter noted above, and took no other action.

At the conclusion of the meeting, Chairman Woodard asked for a motion to adjourn.

**MOTION**

Commissioner House motioned to adjourn the meeting.

Commissioner Ross and Vice Chairman Overman seconded the motion.

VOTE: AYES unanimous

At 12:45 p.m., the Board of Commissioners adjourned until 5:00 p.m., October 15, 2018.

Respectfully submitted,

[SEAL]

By: \_\_\_\_\_  
Gary Lee Gross, Clerk to the Board

APPROVED: By: \_\_\_\_\_  
Robert Woodard, Chairman  
Dare County Board of Commissioners



*Budget Amendment - Grant Award*

**Description**

The Sheriff's Office is requesting to budget grant proceeds and related expenditures for NC GHSP grant award.

**Board Action Requested**

Approval

**Item Presenter**

none

# DARE COUNTY

## BUDGET AMENDMENT

F/Y 2018-2019

ACCOUNT	CODE			INCREASE	DECREASE
	Org	Object	Project		
<b>Department:</b>					
Sheriff					
<u>Revenues:</u>					
Grant proceeds-GHSP	103510	422130	00030	\$20,000	
<u>Expenditures:</u>					
Misc Equipment-GHSP Grant	104510	513325	00030	\$3,300	
Travel-GHSP Grant	104510			\$4,700	
Capital Outlay-GHSP Grant	104510			\$12,000	

Explanation:

To budget grant proceeds and related expenditures for GHSP grant award.

**Approved by:**

Board of Commissioners: \_\_\_\_\_

Date: \_\_\_\_\_

County Manager: \_\_\_\_\_

Date: \_\_\_\_\_

(sign in red)

*Finance only:*

Date entered: \_\_\_\_\_ Entered by: \_\_\_\_\_ Reference number: \_\_\_\_\_



*Tax Collector's Report*

**Description**

Aug 2018 Releases over \$100  
Aug 2018 Refunds over \$100  
Aug 2018 NCVTS Refunds over \$100  
Sept 2018 Discoveries over \$100  
Sept 2018 Releases over \$100  
Sept 2018 NCVTS Refunds over \$100

**Board Action Requested**

Approved

**Item Presenter**

Becky Huff, Tax Collector

# Release Report for REAL ESTATE and PERSONAL PROPERTY

(Releases over (\$100.00) )

**MONTH:** August

**DATE RANGE:** 8/1/2018 - 8/31/2018

**SUBMITTED BY:** Becky Huff

Taxpayer Name	Parcel#	Bill Year	Reason	Released Value	Tax Released
W Z BURRUS INC	971757000	2018	BUSINESS SOLD DEC 2017	-81,160.00	<b>-650.02</b>
BALLANCE, LARRY M JR	961146000	2018	BOAT SOLD 2013	-22,158.00	<b>-156.73</b>
ROANOKE ISLAND INN, (THE)	980792000	2018	BUSINESS SOLD	-30,671.00	<b>-257.63</b>
BEASLEY, WILLIAM S.	831234055	2018	DUPLICATE BILL	-29,100.00	<b>-187.14</b>
SCHWEINSBERG, JUSTIN N	014561000	2018	BOAT SOLD IN 2016	-21,980.00	<b>-142.68</b>
WAGNER, THOMAS MICHAEL JR.	963193000	2018	BOATS SOLD	-22,907.00	<b>-147.30</b>
ZITNIK, RADOMIR	831234936	2018	BOAT LOCATED IN VANCE COUNTY	-67,221.00	<b>-571.98</b>
STODDART, DOUGLAS J JR	961910000	2018	DOES NOT OWN BOATS	0.00	<b>-251.24</b>
GRIMES, CHARLES	963038000	2018	BOAT IN DARE CTY FOR REPAIRS ONLY	0.00	<b>-2,708.96</b>
TARPLEY, GARY H	029991064	2018	BOAT LOCATED IN FL	-679,000.00	<b>-5,703.60</b>
WILCOX, WILLIAM ALVA	963135000	2018	BOAT LOCATED IN FL	0.00	<b>-2,276.22</b>
LEONARD, PATRICK D.	961173000	2018	1 BOAT SOLD / REVALUE 2ND BOAT	-17,094.00	<b>-109.94</b>
NEWMAN, BRIAN K	022931001	2018	RENTAL TAXED ON 976162000	-35,965.00	<b>-169.04</b>
BENN, RANDY D.	962850000	2018	PROPERTY MOVED TO MD	0.00	<b>-480.47</b>
MILLER, WILLIAM F	014765000	2018	BOAT ADDED IN ERROR	-57,200.00	<b>-371.29</b>
JAMES, FREDERICK ANTHONY	935498000	2018	DUPLICATE BILL	0.00	<b>-220.36</b>
SEA TOY LLC	029991025	2018	DUPLICATE BILL	-1,649,000.00	<b>-13,851.60</b>

**MONTH: August**

**DATE RANGE: 8/1/2018 - 8/31/2018**

**SUBMITTED BY: Becky Huff**

<b>Taxpayer Name</b>	<b>Parcel #</b>	<b>Bill Year</b>	<b>Reason</b>	<b>Released Value</b>	<b>Tax Released</b>
CREASEY, ANDREW	963247000	2018	BOAT SOLD IN 2017	-20,005.00	<b>-156.70</b>
RECCA, BLAISE M.	936934000	2018	BOAT SOLD IN 2017	-39,091.00	<b>-361.20</b>
HALL, ANDREW E	029991090	2018	IN DARE CTY 5 MONTHS	-399,000.00	<b>-3,351.60</b>
MIDGETT, THURSTON B JR	024045001	2018	BOAT LOCATED IN HYDE COUNTY	-29,488.00	<b>-206.41</b>
PEREGOY, THOMAS	963188000	2018	BOAT LOCATED IN VA BEACH	-87,300.00	<b>-699.20</b>
GASKINS, ROBERT JR	016871000	2018	ELDERLY DEFERMENT	-57,350.00	<b>-394.81</b>
HALSTEAD, LLOYD W	963086000	2018	BOAT SOLD IN 2016	-14,550.00	<b>-122.23</b>
EPPARD, ROBERT LEE	962821000	2018	BOAT SOLD IN 2013	-14,689.00	<b>-115.05</b>
FORBES, JEAN A DDS	011197000	2018	ELDERLY DEFERMENT	0.00	<b>-1,178.55</b>
FIRTH, ALVIN R JR	961702000	2018	BOAT SOLD IN 2014	-35,719.00	<b>-252.69</b>
SCHWARTZ, RODGER W.	831234434	2018	BOAT VALUE APPEAL	-80,950.00	<b>-747.99</b>
HANCOCK, ROBERT B	025694388	2018	GRADE CHANGE	-613,800.00	<b>-5,155.92</b>
HATTERAS BOUND SPORTFISHING	962749000	2018	BOAT VALUE APPEAL	-21,110.00	<b>-149.35</b>
SIMPLE MAN PRODUCTS, LLC	029991149	2018	BOAT VALUE APPEAL	-371,000.00	<b>-3,116.40</b>
SWEITZER, BARRY F	028181114	2018	BOAT VALUE APPEAL	-58,340.00	<b>-359.67</b>
WHATEVER SPORT FISHING	977650000	2018	BOAT VALUE APPEAL	-81,950.00	<b>-656.35</b>
FRANK, ROBERT MICHAEL	962891000	2018	BOAT VALUE APPEAL	-23,355.00	<b>-218.60</b>
HOWLAND, ROBERT	963025000	2018	BOAT VALUE APPEAL	-31,515.00	<b>-291.20</b>

MONTH: August

DATE RANGE: 8/1/2018 - 8/31/2018

SUBMITTED BY: Becky Huff

<b>Taxpayer Name</b>	<b>Parcel#</b>	<b>Bill Year</b>	<b>Reason</b>	<b>Released Value</b>	<b>Tax Released</b>
MEDI HOME CARE	975798000	2018	ADJUSTMENT PER LISTING FORM	-158,809.00	<b>-746.40</b>
CAROLINA COASTAL PLASTIC SURGERY	983931000	2018	ASSETS MOVED FROM DARE COUNTY	-60,004.00	<b>-534.63</b>
EDWARDS, CAROL P	018522000	2018	REDUCED VALUE ON MH	-17,220.00	<b>-160.14</b>
PERRY, GARY LEE	018365000	2015	COMBINATION OF VALUE CHANGES	-64,500.00	<b>-496.65</b>
OUTER BANKS NEWS MEDIA LLC	972984000	2018	DISTRICT CHANGE	0.00	<b>-1,121.86</b>
REALITY BITES INC	999915000	2018	2018 LISTING ERROR	-136,678.00	<b>-1,271.10</b>
<b>Total Tax Released:</b>					<b>-50,120.90</b>

# Refund Report for REAL ESTATE and PERSONAL PROPERTY

(Refunds over (\$100.00) )

MONTH: August

Date Range: 8/1/2018 - 8/31/2018

SUBMITTED BY: Becky Huff

Taxpayer Name	Parcel	Bill Yr	Reason	Refund Amount
LONG, ROBERT E JR TRUSTEES	002915000	2018	Overpayment	-100.00
SUMMS, MARK S	003332000	2018	Overpayment	-304.68
AYOUB, MUFID KHALIL	006855000	2018	Overpayment	-620.00
KERTESZ, JULIUS F	009032000	2018	Overpayment	-257.63
KRALOVIC, KEVIN M	009614205	2018	Overpayment	-109.98
WIEGEL, JOSEPH J	010486000	2018	Overpayment	-2,634.93
BYRUM, HATTIE S	010897000	2018	Overpayment	-2,682.12
GOUDREAU, EVELYNE	013260026	2018	Overpayment	-310.56
HANBURGER, DEBORAH SUZANNE	013773000	2018	Overpayment	-1,711.68
D'SA, PETER	014822257	2018	Overpayment	-104.06
CALLUM, JADE LAUREN	016588000	2018	Overpayment	-637.96
DJV PROPERTIES NORTH CAROLINA LLC	021928000	2018	Overpayment	-3,957.01
126 OCEAN, LLC	022540000	2018	Overpayment	-1,602.18
CYPRESS COVE II LLC	025709040	2018	Overpayment	-270.00
SWANNER, DAVID W	026552000	2018	Overpayment	-236.81
FORREST SEAL LLC	031207000	2018	Overpayment	-371.22
4 U GAME, INC	976886000	2018	Overpayment	-236.98
				<b>-16,147.80</b>





# North Carolina Vehicle Tax System

AUGUST 2018 REFUNDS OVER \$100

## NCVTS Pending Refund report

Primary Owner	Secondary Owner	Address 1	Address 3	Plate Number	Refund Reason	Interest Change	Total Change
JONES, RYAN THOMAS	JONES, MARY CAITLIN	37 BODINE ST	WELLSBORO, PA 16901	0BX63198	Tag Surrender	\$0.00	(\$65.19)
						\$0.00	(\$52.83)
						Refund	\$118.02
MASON, JOSEPH RALPH	MASON, MARY ARLENE	1813 APACHE ST	KILL DEVIL HILLS, NC 27948	0BX76932	Tag Surrender	\$0.00	(\$70.61)
						\$0.00	(\$57.22)
						Refund	\$127.83
PECK, PATRICK FRANCIS		1431 NW 115TH AVE	PLANTATION, FL 33323	CJV9488	Tag Surrender	\$0.00	(\$137.66)
						\$0.00	(\$13.44)
						\$0.00	(\$30.17)
						Refund	\$181.27
SCARBOROUGH, FIELDS LEE SR		PO BOX 1691	MANTEO, NC 27954	EEB7280	Tag Surrender	\$0.00	(\$178.51)
						\$0.00	(\$16.52)
						\$0.00	(\$39.12)
						Refund	\$234.15
<b>REFUND TOTAL:</b>							<b>\$661.27</b>

Tax Jurisdiction	District Type	Net Change
C99	COUNTY	(\$451.97)
T07	CITY	(\$110.05)
F22	FIRE	(\$13.44)
F51	FIRE	(\$16.52)
S99	SPECIAL	(\$69.29)
<b>REFUND TOTAL:</b>		<b>(\$661.27)</b>

**Discovery Report for REAL ESTATE and PERSONAL PROPERTY**

*(Discoveries over \$100.00 )*

**MONTH: September**

**Date Range: 9/1/2018 - 9/30/2018**

**SUBMITTED BY: Becky Huff**

<u>Taxpayer Name</u>	<u>Parcel</u>	<u>Bill#</u>	<u>Bill Yr</u>	<u>Value Discovered</u>	<u>Tax Discovered</u>
OBX WINERY	977611000	2018308	2018	4,177.00	221.46
SLASH CREEK WATERWORK INC	971426000	2018309	2018	55,231.00	442.35
BLACKWELL BOATWORKS	984643000	2018311	2018	11,532.00	1,087.26
BOTZMAN MOBILE VETERINARY SERVICES	984745000	2018312	2018	16,718.00	142.84
JOHN YANCEY INN	972803000	2018313	2018	92,265.00	2,128.21
BIG ES GRILL LLC	976999000	2018314	2018	46,786.00	1,668.30
FIRST FLIGHT RENTALS	984540000	2018315	2018	2,383.00	205.32
CYPRESS MOON INN	982152000	2018316	2018	12,397.00	643.18
THE BIRD STORE	974920000	2018317	2018	1,963.00	147.80
RICKY SCARBOROUGH BOAT WK	974170000	2018318	2018	2,427.00	577.76
BOBS BAIT & TACKLE LLC	972257000	2018322	2018	6,154.00	418.27
ROANOKE ISLAND INN LLC	977739000	2018323	2018	31,780.00	293.66
SOMETHING FISHY INC	981192000	2018324	2018	13,385.00	494.70
BOB'S GRILL	974519000	2018327	2018	4,182.00	368.31
LADLES SOUPS	977052000	2018328	2018	44,347.00	1,556.22
NEWMAN, BRIAN K	976168000	2018329	2018	38,270.00	3,139.85
				<b>383,997.00</b>	<b>13,535.49</b>

# Release Report for REAL ESTATE and PERSONAL PROPERTY

(Releases over (\$100.00) )

MONTH September

DATE 9/1/2018 - 9/30/2018

SUBMITTED BY: Becky Huff

Taxpayer Name	Parcel#	Bill Year	Reason	Released Value	Tax Released
TOTAL MARINE SERVICES, INC.	971766000	2018	BOAT REVIEW	-93,120.00	<b>-598.85</b>
SMITH, JAMISON	963235000	2018	MILITARY EXEMPT	-12,610.00	<b>-101.00</b>
FERGUSON, TERRY N SR	000496000	2018	COMBINATION OF VALUE CHANGES	-30,800.00	<b>-262.07</b>
MANN, BETTY S	025585001	2018	COMBINATION OF VALUE CHANGES	-109,300.00	<b>-918.12</b>
KEANY, TERRANCE	029991150	2018	BOAT VALUE APPEAL	-701,411.00	<b>-5,891.85</b>
ATKINS, JACQUELYN F	018481000	2018	ELDERLY DEFERMENT	-151,150.00	<b>-1,405.70</b>
MODLIN, DANNY L	002969000	2018	BOAT LOCATED IN VA	-14,500.00	<b>-123.38</b>
R P C CONTRACTING INC	981429000	2018	PROPERTY LISTED IN CAMDEN COUNT	-13,600.00	<b>-110.16</b>
SEA TOY LLC	977725000	2018	BOAT NOT LOCATED IN DARE COUNTY	-638,308.00	<b>-5,361.79</b>
SYNERGY SPORTFISHING	977648000	2018	BOAT TOTAL LOSS IN 2017	-48,142.00	<b>-404.40</b>
WILSON, BERNARD L	962974000	2018	BOAT SOLD	-41,109.00	<b>-288.75</b>
ABBITT, RANDOLPH D TRUSTEE	029991144	2018	BOATS NOT LOCATED IN DARE	-4,081,500.00	<b>-34,284.60</b>
ALBEMARLE LANDSCAPES INC	984622000	2018	CRANE HAS DMV TAG	-121,770.00	<b>-986.33</b>
LOWE'S HOME CENTER, LLC	002746000	2015	PTC APPEAL	-1,650,140.00	<b>-13,380.98</b>
LOWE'S HOME CENTER, LLC	002746000	2016	PTC APPEAL	-1,650,140.00	<b>-13,380.98</b>
LOWE'S HOME CENTER, LLC	002746000	2017	PTC APPEAL	-1,650,140.00	<b>-14,041.04</b>

**Total Tax Released: -91,540.00**



# North Carolina Vehicle Tax System

## NCVTS Pending Refund report

Report Date 9/28/2018

Primary Owner	Secondary Owner	Address 1	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
HORNE, KAREN RAHN	HORNE, ANDREW FULLEN	1024 MARTINS POINT RD KITTY HAWK, NC 27949	C99	Tax	(\$124.76)	\$0.00	(\$124.76)
			F22	Tax	(\$12.18)	\$0.00	(\$12.18)
			S99	Tax	(\$27.34)	\$0.00	(\$27.34)
			Refund				
MANIET, ALAN RICHARD		3102 BATH ST KILL DEVIL HILLS, NC 27948	C99	Tax	(\$294.91)	\$0.00	(\$294.91)
			T07	Tax	(\$239.00)	\$0.00	(\$239.00)
			Refund				
MORRIS, BARBARA BURNETTE	MORRIS, ROBERT KEITH	1216 ILLUMINARE WAY CHESAPEAKE, VA 23327	C99	Tax	(\$63.94)	\$0.00	(\$63.94)
			T08	Tax	(\$40.81)	\$0.00	(\$40.81)
			T08BN	Tax	(\$5.44)	\$0.00	(\$5.44)
			Refund				
<b>REFUND TOTAL:</b>							<b>\$808.38</b>

Tax Jurisd	District Type	Net Change
C99	COUNTY	(\$483.61)
T07	CITY	(\$239.00)
T08	CITY	(\$40.81)
T08BN	CITY	(\$5.44)
F22	FIRE	(\$12.18)
S99	SPECIAL	(\$27.34)
Total		(\$808.38)



*Board Appointments*

**Description**

The Dare County Board of Commissioners will consider the following Board Appointment:

Dare County Community Child Protection Team and Child Fatality Prevention Team

**Board Action Requested**

Make Board Appointment

**Item Presenter**

Robert Outten, County Manager

## **Board Appointment – October 15, 2018**

### **Dare County Community Child Protection Team and Child Fatality Prevention Team**

- The Health and Human Services Board voted to recommend that Jeffrey Sherman Gard be appointed to the Dare County Community Child Protection Team



*Dare County Community Child Protection Team (CCPT)  
and  
Child Fatality Prevention Team (CFPT)*

**Description**

The Health and Human Services Board voted to recommend that Jeffrey Sherman Gard be appointed to the Dare County Community Child Protection Team.

Jeffrey Sherman Gard's application is attached.

**Board Action Requested**

Make appointment

**Item Presenter**

Robert Outten, County Manager

APPLICATION FOR APPOINTMENT TO  
DARE COUNTY ADVISORY BOARDS AND COMMITTEES

The Dare County Board of Commissioners believes all citizens should have the opportunity to participate in governmental decisions. One way of participating is by serving as a citizen member on one of the county's advisory boards or committees. If you would like to be considered for appointment to an advisory board or committee, please complete the form below and mail to Janice Williams, P.O. Box 1000, Manteo, N.C. 27954 or fax it to her at 473-1817, or send it by email to janicew@darenc.com

Advisory Board or Committee interested in:

1<sup>st</sup> choice Dare County Community Child Protection Team

2<sup>nd</sup> choice \_\_\_\_\_

3<sup>rd</sup> choice \_\_\_\_\_

Name Jeffrey Sherman Gard

Address 7639 Shipyard Road

City/State/Zip Manns Harbor, NC 27953

Email Address jsgard@kittyhawktown.net

Telephone Home: 252-423-0185

Business: 252-261-3895

Resident of Dare County:  yes  no

Occupation: Detective - Kitty Hawk Police Department

Business Address: 722 West Kitty Hawk Road Kitty Hawk, NC 27949

Educational background:

High School Graduate, 1.5 years college credits, Advanced

Law Enforcement Certificate, Over 3,000 hrs. L.E. Training

Business and civic experience and skills:

Over 20 years Law Enforcement experience, Currently assigned

as a Detective in Criminal Investigations



Other Boards/Committees/Commissions on which you presently serve:

None

---

---

REFERENCES

List three persons who are not related to you and who have definite knowledge of your qualifications for the position for which you are applying.

Name	Business/Occupation	Address	Telephone
Chief Joel Johnson,	Kitty Hawk Police Department,	722 West Kitty Hawk Road Kitty Hawk, NC 27949,	252-261-3895
Sgt. Brian Strickland,	Kitty Hawk Police Department,	132 Goose Feather Lane Southern Shores, NC 27949,	252-202-8167
Craig Garriss,	Kitty Hawk Town Council Member,	5204 Birch Lane Kitty Hawk, NC 27949,	252-207-1115

---

---

I understand this application will be kept on the active file for three years and I hereby authorize Dare County to verify all information included in this application.

Date: 8/9/2018

Signature of applicant: *Jeffrey S. Lovel*

---

FOR OFFICE USE ONLY:

Date received: 10/5/18

COMMUNITY CHILD PROTECTION TEAM  
CHILD FATALITY PREVENTION TEAM  
TEAM COMPOSITION

<u>Person</u>	<u>Representing</u>
	Law enforcement
Keith Letchworth	Trillium
Jodi Wyant	CFPT Coordinator
Lisa Weatherly	District Attorney's Office
Chuck Lycett	Social Services Director – CCPT Coordinator
Sally Laws	DHHS – SSD
Kathleen Foreman	Guardian Ad Litem
Theresa Forward	Economic Improvement Council
L'Tanya Murray	DHHS Board
Kathy Spencer	Roanoke Is. Pres. Day Care
Jeff Mitchell	EMS
	County Medical Examiner
Cara Sumners	Local Health Care Provider
Judge Edgar Barnes	Chief District Court Judge
Ashley Jackson	Board of Education
Sheila Davies	Health Director
Nancy Griffin	Children and Youth Partnership – Member at Large
Michael Lewis	Hotline - Member at Large
Robin Cudworth	DHHS - PHD

Dare County  
Community Child Protection Team  
and  
Child Fatality Prevention Team

**Community Child Protection Teams (CCPT)** were established as one means for the state and local communities to form a partnership to strengthen child protection and in response to Executive Order 142 in May 1991. The duties and responsibilities of the CCPT are contained in North Carolina Administrative Code - 10A NCAC 70A .0201. The original purpose and composition of the team were further formalized and expanded by N.C.G.S. §7B-1406, effective July 1, 1993.

In North Carolina, each CCPT reviews active child welfare cases, fatalities, and other cases brought to the team for review. The purpose of the case reviews is to identify systemic deficiencies in child welfare services or resources. Once identified, teams develop strategies to address the gaps in the child welfare system within the county and report to the state areas of concern that warrant action by the state. Teams promote child well-being through collaboration and public awareness.

**Child Fatality Prevention Team (CFPT)** - The Dare County CCPT has chosen to review the records of **all** additional child fatalities and report findings in connection with these reviews to the Team Coordinator of the North Carolina Child Fatality Prevention Team (hereafter, CFPT) at the Department of Environment, Health, and Natural Resources in lieu of a separate CPFT.

The team's composition is mandated in NCGS 7B-1406 and includes:

### CCPT

1. The **county director of social services** and a member of the director's staff;
2. A **local law enforcement officer**, appointed by the board of county commissioners;
3. An **attorney** from the district attorney's office, appointed by the district attorney;
4. The **executive director of a local community action agency**, as defined by the Division of Economic Opportunity, Department Health and Human Services, or the executive director's designee;
5. The **superintendent of each local school administrative unit** located in the county, or the superintendent's designee;
6. A **member of the county board of social services**, appointed by the chair of that board;
7. A local **mental health professional**, appointed by the director of the area authority established under [N.C.G.S. §122-C](#);
8. The local **guardian ad litem coordinator**, or the coordinator's designee;
9. The **director of the department of public health**; and
10. A **local health care provider**, appointed by the local board of public health.

### CFPT

1. An emergency medical services provider or firefighter, appointed by the board of county Commissioners
2. A district court judge, appointed by the chief district court judge in that district
3. A county medical examiner, appointed by the Chief Medical Examiner

4. A representative of a local child care facility or Head Start Program, appointed by the director of the county DSS
5. A parent of a child who died before reaching the child's eighteenth birthday, to be appointed by the board of county commissioners.

The board of commissioners may appoint a maximum of five additional members to represent various county agencies or the community at large.

At the Dare County CCPT/CFPT meeting on November 21, 2016, the team requested to add a representative from the hospital to the team. The CCPT/CFPT is requesting the following appointment from the Dare County Board of Commissioners:

1. Anthony "Tony" Buzzacco – The Outer Banks Hospital – Emergency Department  
Director

**COMMISSIONERS' BUSINESS**

**MANAGER'S / ATTORNEY'S BUSINESS**